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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, January 9, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Michael Hardeman
Vice President	Stephen A. Nakajo
Commissioner	Andrea Evans
Commissioner	Francee Covington
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. COMMUNICATIONS *[Discussion]*

(December 5, 2013 – December 24, 2013)

1 To the Commission from Lori Donohoe, dated December 5, 2013
2 To the Commission from Jess Maron, dated December 12, 2013
3 To the Commission from Kieran Farr, dated December 12, 2013
4 To the Commission from William Roscoe, dated December 12, 2013
5 To the Commission from Beaudry Kock, dated December 17, 2013
6 To the Commission from Jeremy Hobbs, dated December 17, 2013
7 To the Commission from Drew Skau, dated December 17, 2013
8 To the Commission from Alexander Strehl, dated December 17, 2013
9 To the Commission from Rodney Paul, dated December 17, 2013
1 To the Commission from Joseph Steinberger, dated December 17, 2013
1 To the Commission from LisaRuth Elliott, dated December 17, 2013
1 To the Commission from Charles Jasper, dated December17, 2013
1 To the Commission from Erich Newell, dated December 17, 2013
1 To the Commission from Sally Martin, dated December 17, 2013

1 To the Commission from Ildicko Polony, dated December 17, 2013
1 To the Commission from Michael Smith, dated December 17, 2013
1 To the Commission from Richard Lowden, dated December 17, 2013
1 To the Commission from Nathaniel Dunstan, dated December17, 2013
1 To the Commission from Ellen Kovisto, dated December 17, 2013
2 To the Commission from Michael Crehan, dated December 17, 2013
2 To the Commission from Alyson Jacks, dated December 18, 2013
2 To the Commission from Adi Price, dated December 18, 2013
2 To the Commission from Peggy da Silva, dated December 19, 2013
2 To the Commission from David Wright, dated December 19, 2013
2 To the Commission from Ben Gerhardstein, dated December 19, 2013
2 To the Commission from Jonathan Dirrenberger, dated December 20, 2013
2 To the Commission from Brandon Fine, dated December 21, 2013
2 To the Commission from Katy Love, dated December 23, 2013
2 To the Commission from Jean Fraser, dated December 23, 2013
3 To the Commission from Susan Green, dated December 24, 2013

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the regular meeting on November 14, 2013.
b. Minutes from the Special Meeting on December 12, 2013.

5. FIRE COMMISSION MEETING CALENDAR 2014 *[Discussion and possible action]*

Discussion and possible action to adopt the 2014 Fire Commission Regular Meeting calendar.

6. FIRE COMMISSION ANNUAL STATEMENT OF PURPOSE 2014 *[Discussion and possible action]*

Discussion and possible action to adopt the 2014 Annual Statement of Purpose.

7. REPORT ON FY 2014-2015 CAPITAL BUDGET *[Discussion and possible action]*

Report from the Department's Chief Financial Officer on the Department's 2014-2015 Capital Budget.

8. REPORT ON THE BUDGET PROCESS *[Discussion]*

Report from the Department's Chief Financial Officer on the Department's overall budget process for Fiscal Years 2014-15 and 2015-16.

9. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

- Report on the NTSB Hearings in Washington, DC

10. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the January 23, 2014 regular meeting.

11. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, January 9, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Michael Hardeman called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Michael Hardeman	Present
Commission Vice President	Stephen A. Nakajo	Present
Commissioner	Andrea Evans	Present
Commissioner	Francee Covington	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Raymond Guzman	Deputy Chief – Administration	
ADC s		
Jeff Myers	EMS Division	
Ken Lombardi	Support Services	
Dale Carnes	Airport Division	
Michie Wong	Bureau of Fire Prevention	
Assistant Chiefs		
BC Rudy Castellanos	Division 2	
Kevin Smith	Division 3	
Staff		
Jesusa Bushong	Department Personnel Officer	
Mark Corso	Chief Financial Officer	
Dr. Clement Yeh	EMS Medical Director	

2. PUBLIC COMMENT

There was no general public comment.

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3. COMMUNICATIONS
(December 5, 2013 – December 24, 2013)

There was no public comment on Agenda Item 3.

President Hardeman asked Chief Hayes-White to comment on the number of letters sent to the Commission regarding pedestrian safety. Chief Hayes-White stated that Assistant Deputy Chiefs Ken Lombardi and Michie Wong will be attending meetings next week. Over the holidays there were four pedestrian fatalities and more auto-pedestrian related injuries. Collectively, the Mayor and relevant city departments and bicycle groups view this as a priority and it is a definite work in progress. Chief Hayes-White explained that the Department will be working closely with some of the Supervisors, specifically Supervisor Wiener. Department representatives have also met with the MTA. Chief Hayes-White remarked that before long, there will be a million residents in San Francisco, and there are

just many more things happening in the city as a result of economic growth and development. Chief Hayes-White has presented the idea of a safety campaign to Mayor Lee. The Mayor liked the idea and suggested calling it the "eyes wide open campaign". Deputy Chief Gonzales has suggested it be called "Stay alert, don't get hurt". Chief Hayes-White noted that the Department will be actively participating in the public safety campaign and public service announcements.

There was no public comment on Agenda Item 3.

4. APPROVAL OF MINUTES
Discussion and possible action to adopt meeting minutes.

a. Minutes from the Regular Meeting on November 14, 2013

Commissioner Evans moved to adopt the minutes from the Regular Meeting on November 14, 2013. Vice President Nakajo seconded and the motion to approve was unanimous.

b. Minutes from the Special Meeting on December 12, 2013

Commissioner Covington moved to adopt the minutes from the Special Meeting on December 12, 2013. Commissioner Evans seconded and the motion to adopt was unanimous.

There was no public comment on Agenda Item 4.

5. FIRE COMMISSION MEETING CALENDER 2014
Discussion and possible action to adopt the 2014 Fire Commission Regular Meeting calendar.

Commissioner Evans remarked that the second meeting in November frequently gets cancelled due to the Thanksgiving holiday. She asked if the November meetings could be moved to alternate weeks. The Commission Secretary noted that the Commission can amend the Rules of Order whenever necessary to implement changes. Vice President Nakajo moved to adopt the 2014 Fire Commission Regular Meeting calendar. Commissioner Covington seconded and the motion to adopt was unanimous.

There was no public comment on Agenda Item 5.

6. FIRE COMMISSION ANNUAL STATEMENT OF PURPOSE
Discussion and possible action to adopt the 2014 Fire Commission Annual Statement of Purpose.

Commissioner Covington moved to adopt the 2014 Fire Commission Annual Statement of Purpose. Commissioner Evans seconded and the motion to adopt was unanimous.

There was no public comment on Agenda Item 6.

8. REPORT ON THE BUDGET PROCESS *[Out of Order]*
Report from the Department's Chief Financial Officer on the Department's Overall Budget Process for Fiscal Years 2014-15 and 2015-16.

Mr. Corso explained that it would be more appropriate to begin his presentation with a report on the overall budget process. He thanked the Commissioners for allowing him to reverse the order of his two presentations so he could first present Item 8, the overall budget instructions. Mr. Corso explained that he would provide a summary, outline and some background for the budget process that is about to begin, both citywide and for the

Department. Normally the process begins in December but budget instructions were received a bit later.

The Department receives its target reduction request from the Mayor's office in December for the two-year rolling budget that is due to the Mayor's Office on February 21. Throughout the process, the Department is in constant communication with the Mayor's Office up to the submission date of February 21. Over the course of the next few months the Mayor will organize a city-wide budget that is presented to the Board of Supervisors by June 1, as a requirement of the City Charter. Budget hearings with the Board of Supervisors are conducted during this period until a final budget is approved in late July or early August.

This year, the Department will reevaluate the 2014-15 budget and apply the same methodology to the 2015-16 budget. The Department's budget is mainly made up of fee based revenues from Fire Prevention and EMS ambulance services from taxes such as public safety sales tax and other types of miscellaneous revenues, as well as some funding from both the Airport and the Port to fund personnel and stations at those locations. The majority of the Department's budget is funded by General Fund support from the city. The Department's current 2013-14 budget is approximately 332 million dollars. This amount includes the Port, Airport, Capital, various projects, and general operating budget. Of that, approximately 92 percent is made up of salary and fringe benefits for the Department. The remaining eight percent covers work orders, materials and supplies, capital, contracts and other such items.

To define budget language, reductions refer to the amount of General Fund support the Department gets from the city, and how much is directly funded by the city to the Department. The commitment from the General Fund can be reduced by either lowering expenditures or increasing revenue to offset some of the expenditures that the city is paying for. When the city faced very large deficits in 2008, some safeguards in the form of a reserve structure were put into place. Legislation was passed to create reserves and savings on an annual basis in the event that situation should repeat.

The economy continues to improve as reflected by increased revenue from new construction, tourism, and business growth. Due to the rising costs of personnel benefits, the increased revenue does not completely offset the city's expenditure growth, and there is still an overall deficit projected for the next two years. The deficit for fiscal year 2014-15 is $100.7 million dollars, and in 2015-16, there is an accumulative deficit of $118.3 million dollars. This is a much better situation than in years past when the deficit ran from $300 to $500 million dollars annually.

As a result of the deficit, the Mayor's office has directed all departments to submit a reduction equal to 1.5 percent of their adjusted General Fund support in 2014-15, the first year of the budget, and an additional 1 1 percent in the second year, 2015-16. In addition to those two reductions, all departments must propose contingency reductions in the amount of 1.1 percent, which can either be one time or ongoing in either of the fiscal years. A one and a half percent reduction in Fiscal Year 2014-15 for the Department amounts to $729,839. In the second Fiscal Year 2015-16, the cumulative additional one percent amounts to $1.2 million dollars, and the one percent contingency equals $490,000. These amounts are a reduction adjustment to the General Fund support for the Department that can be made up from either increased revenue or reduced costs.

If all departments submit a 1.5 percent reduction to their budgets, the Mayor's office would only gain twenty-one and a half million dollars. There are city wide issues that the Mayor's office needs to consider. Aside from Police and Fire, nearly every other single labor contract is up for negotiation. The city is also managing the impact from decreased federal and state revenue. Those issues will be determined over the course of the next six months as the budget is released in June.

The budget timeline begins in December when the Department receives its instructions. The due date for submittal of the Capital Budget is January 17. Mr. Corso explained that the Capital Budget is part of the overall budget submission but is a slightly different process and the deadline is earlier. The deadline for all departments to submit their budgets is February 21. One June 1, the Mayor submits a balanced budget to the Board of Supervisors, and Budget Committee hearings take place in June and July. The Board of Supervisors will consider the fully adopted and approved budget usually by late July or early August.

On January 23, the Commission will be presented with a draft budget and a continuation of discussion on various budget items related to the submission. On February 13, if all goes well, the Department's budget will be submitted for final approval by the Commission. If there are still issues to be finalized, a special meeting could be scheduled for the following week to resolve any outstanding issues and get final approval before the submission deadline of February 21.

Mr. Corso concluded his presentation on the budget process and offered to answer questions.

Vice President Nakajo asked Mr. Corso if the Department has identified sources to meet the requested reduction. Mr. Corso replied that the Department is looking at both revenue and expenditures. They have identified a number of needs and would like to be able to acquire the necessary resources, but at the same time, the Department is also being asked to reduce its current funding.

Commissioner Covington asked Mr. Corso if he had the figures for the requested reductions from the last five years. Mr. Corso replied that he did not have them with him but could easily provide that information.

7. REPORT ON FY 2014-15 CAPITAL BUDGET

Report from the Department's Chief Financial Officer on the Department's 2014-15 Capital Budget.

Mr. Corso explained that each year all city departments submit a Capital Budget request to the Capital Planning Committee, a special committee that is responsible for the capital plan and the allocation of capital resources. This year, the capital budget request is due on January 17. The committee conducts public meetings to go through all department proposals and formulate scenarios based on the prioritization of projects city wide. The committee usually presents a best case, worst case and a middle case scenario, each of which carries a different price tag. Over the following months, the committee works with the Mayor's Office to determine which scenarios are realistic, depending on how much money is allocated from the Mayor's Office to Capital Planning. Once that scenario is adopted the Mayor's office and the committee can agree on the funding to be incorporated into the Mayor's budget by June 1.

The Department will present issues related to the sizeable amount of deferred maintenance and the need for an appropriate amount of funding. The Department has over 350 million dollars in deferred maintenance for over 50 facilities, and has very limited financial resources to address those needs. Since the needs are deferred year after year, the issues become worsen and become greater.

Mr. Corso pointed out that the ESER Bond funding has been very good for the Department, but it does not get anywhere close to funding the needs or taking care of ongoing issues that continue to surface. The Department has requested as much funding as it can, both through normal channels and through Capital Planning. Mr. Corso explained that they

have been looking at grant opportunities and recently received a grant for installation of air compressors at some of the stations. They recently applied for a grant for exhaust extractors, and are trying everything they can to secure funding for facilities.

Mr. Corso went through the Department's history of Capital funding, pointing out that the only Capital money the Department has received was all planned through the ESER Bond. Prior to fiscal years 2011-12, the Department received roughly $400,000 for facility maintenance. With over 50 facilities under the Department's budget, that amount is less than $10,000 per year, per facility, and is not adequate. That amount is enough for emergency band aids. During the last budget cycle, the Department fared better and received some general facility upgrade and enhancement money as well as some seed money for various projects such as apparatus doors, boilers and exhaust extractors covering both fiscal years 2013-14 and 2014-15. Mr. Corso remarked that it was a good sign and he hopes for continued growth.

The current Capital Budget submission does not include anything regarding ESER, since that is strictly bond funding. This is exclusively capital funding from the city's General Fund. Mr. Corso turned the Commission's attention to their handout which detailed the Department's actual capital requests. Mr. Corso mentioned that a positive outcome from the ESER Bond was that from a planning perspective, the Department was able to survey its facilities and get a more realistic picture of the obvious problems and the cost to fix them. Much of the information from surveying facilities was used to populate the Capital request because they had acquired solid numbers. This year's capital request is roughly $48 million dollars, and the Department has identified all of the items as very high priority projects. Mr. Corso stated that he and Assistant Deputy Chief Ken Lombardi could assist and answer any questions the Commission may have.

In conclusion, Mr. Corso noted that unfortunately the Department does not receive much of what it requests. He expressed his hope that going forward, the Department can continue to make necessary improvements with both ESER Bond money and the continued growth of the city's Capital programs.

Commissioner Evans asked Mr. Corso how the Department determines what funding comes from the ESER Bond versus the General Fund. Mr. Corso explained that in many cases the projects are similar. It is just a matter of what the ESER Bond can package. During the planning phase of the ESER Bond, some of the anticipated projects are outlined and categorized as focused scope projects or complete station remodels. These are all very high priority necessary items. For example, if the Department were to receive capital funding for items such as exhaust repairs or for showers, they would not necessarily have to dedicate it to the stations that are ESER projects.

Chief Hayes-White asked Assistant Deputy Chief Ken Lombardi to comment further on the ESER process. Chief Lombardi explained that following passage of the ESER Bond, the Department received seventy million dollars. Once the projects have been identified, the Department of Public Works assists in carrying out those projects. The properties were assessed to determine everything from urgent needs, such as leaking roofs and water damage to seismic retrofits, basically anything related to the health and safety of its members. Stations 5 and 16 are examples of two large projects where it was determined more cost effective to demolish them and rebuild.

Vice President Nakajo remarked that given the history of the Department's awards from its Capital Budget submissions, how good are the chances this time around. Mr. Corso replied that the Department does not believe it will get $48 million dollars of Capital Funding in the current year, but it is important to bring the request to the attention of the Committee and reiterate that there are a lot of needs that need addressing and that the cost estimates are legitimate. The Department has made considerable efforts to have surveys done to produce actual costs.

Commissioner Covington asked Mr. Corso for the names of the members of the Capital Planning Committee. Mr. Corso said he would send that information to the Commission.

Commissioner Covington asked how other fire departments in major cities get funding outside of the usual stream of the general fund and bonds. She asked if they applied for grants or had friends of the fire department. Chief Hayes-White replied that they could look into that more formally, but most fire departments are general fund departments because that is how their city budgets work. There are many corporations that have money earmarked for philanthropic opportunities, and the Department has pursued it. Fireman's Fund in particular has done wonderful things to help bridge the gap to purchase items such as dive and sonar equipment for the divers, rescue squads and the fireboat. Wells Fargo Bank has also been helpful. Over the last ten years, the Department has received approximately three quarters of a million dollars from these generous donors.

President Hardeman thanked Mr. Corso for the detailed charts and complimented him on his thorough presentation. President Hardeman pointed out that although other departments have been asked to make the same reductions, the voters have spoken that their desire is for the Department to stay in business as usual. He explained that it is difficult as a Commissioner to uphold that promise to the community and then vote to approve reductions to the budget.

There was no public comment on Agenda Items 7 and 8.

Vice President Nakajo moved to adopt the Department's 2014-2015 Capital Budget. Commissioner Covington seconded and the motion to approve was unanimous.

9. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White's report covered the period following the December 12, 2013 Commission Meeting.

Chief Hayes-White first acknowledged CFO Mark Corso for all of his hard work and for his dedication to the Department.

Announcements:
A new H-2 Academy class will begin on January 21. This is an additional class beyond the Mayor's agreement to staff an August H-2 Academy class through 2017. Funding for the January class of 36 recruits was added late in the budget cycle last year. Through the work of Local 798 and DHR related to the extension of the MOU and a tentative agreement to reduce in the salary of entry-level firefighters, the Department lobbied to increase the class size from 36 to 48, and received authorization. Chief Hayes-White acknowledged Jesusa Bushong and her staff for all of their work processing the candidate information, Captain Jeff Turnquist for performing all the background checks, and Dr. Ramon Terrazas and his staff for conducting all of the candidates' medical exams.

On December 13, 43 recruits from the 115th Academy class graduated and are all performing in their first assignments. The recruits will work six months on an engine company with a training officer followed by six months on a truck company. Probation runs for one year from their graduation from the Academy.

The Department is still on schedule to hire 48 people for the August Academy. Ten of those candidates will be coming from Station 49. Chief Hayes-White is fairly confident that the Department will be able to draw from the current H-2 list for the August class. Following

expiration of the list, DHR is interested in implementing the Continuous Testing model which has already been launched with the Police Department. It is likely that Police will be hiring through continuous testing for their next academy. Chief Hayes-White is interested in seeing how well it works.

The recently-postponed H-4 Inspector's exam will be administered in late January.

Stations 36 and 44 are out of service at this time undergoing complete renovation through the ESER Bond. Station 4 at Mission Bay is scheduled to open in the fall with an engine company and a truck company. Nine more full-time members per day are needed to staff the engine and the truck. The next major project going forward in approximately one year will be the complete renovation of Station 16. On January 22, Chief Hayes-White and Assistant Deputy Chief Ken Lombardi met with former Commissioner, Supervisor London Breed, who is pleased so far with the progress and design for Station 5. At least one meeting is planned for the community of Station 5, similar to the ones that were done regarding the design of Station 16. Chief Hayes-White acknowledged Deputy Chief Guzman and his team: Chief Lombardi, Captain Joe Barbero and Lieutenant Paul McHugh, for the great job they are doing moving the projects forward. Chief Hayes-White noted that the Department will continue to lobby for increased allocation of funds for the upcoming ESER Bond 2.

At the next meeting Deputy Chief Guzman will speak more about the status of the fireboat, some fleet that is on order and the expected arrival of ambulances, engines and trucks.

Following the Chief's Report, Assistant Deputy Chief Dale Carnes will make a presentation to the Commission on his experience representing the Department at the NTSB hearings in Washington, D.C., relating to the Asiana plane crash. Chief Carnes is also part of the committee working on the Department's After Action Report headed by Assistant Deputy Chief Jose Velo. Chief Hayes-White noted that Chief Velo made a request to return to his post in the field and is currently making the transition back to Battalion Chief at Station 15. Chief Hayes-White remarked that Chief Velo did an excellent job during his two years at the Division Training. After interviewing five very strong candidates for the position, Chief Hayes-White has appointed Battalion Chief Raemona Williams Assistant Deputy Chief and Director of Training. Chief Williams has been with the Department for 24 years and will be leaving Battalion 4 to begin her new position with the 116th academy class.

Chief Hayes-White took the opportunity to acknowledge and thank Battalion Chiefs Kevin Smith and Rudy Castellanos for their work. Chiefs Smith and Castellanos were present and working as Assistant Chiefs in Divisions Three and Two for the day.

Related to the pedestrian safety issue from Item 3 - Communications, Chief Hayes-White acknowledged Deputy Chief Gonzales, Chief Lombardi and Chief Wong for all their work representing the Department at various meetings. The Chiefs have been attending meetings to explain how the Department's vehicles need to navigate through the streets safely and as quickly as possible. It is becoming more challenging with the growing number of bicyclists, pedestrians and cars. The Department has taken some criticism on its position but Chief Hayes-White remains concerned about some of the designs of proposed bulb outs. Supervisor Scott Wiener is currently on opposite sides, but the Department will continue to participate in this work of progress. Chief Hayes-White proposed the idea of a safety campaign much like one she worked on ten years ago. She has already made calls to the MTA director to look into getting some free Muni add space. The Department would like to work with either students at City College, San Francisco State or Academy of Art to come up with a creative pro bono ad.

Chief Hayes-White acknowledged Assistant Deputy Chief Jeff Myers, Dr. Yeh and the entire EMS Division for all of their work during the busy holiday season. She thanked Chiefs Myers and Merkins for their work putting together the event action plan for New Year's Eve.

Chief Hayes-White concluded her report.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

Deputy Chief Gonzales gave his Operations Report covering the period December 11, 2013 through January 7, 2014.

There were two greater alarm fires during the reporting period.

The first fire was a second alarm on Font Boulevard at Arballo, near Lake Merced Boulevard that occurred on December12. The second alarm was pulled for precautionary reasons because it was a working fire in a high-rise building. The fire turned out to be a small fire in the seventh floor trash room. There were no injuries and the Red Cross was not needed. AC Franklin was the Incident Commander.

A third alarm fire occurred on Baker Street between Fulton and McAllister on December 25. The building was a three-story, type 5 building with a fire in the rear of the residence. It was a challenging fire for the members. There were two critically injured civilians, one of whom died the following day in the hospital. The Red Cross was notified for two displaced people. The cause of the fire was determined accidental. Acting A/C Wyrsch was the Incident Commander.

Noteworthy Medical Incidents:

Motor Vehicle Accident on July 27, 2013. On this date, Dr. Theodore Parada was involved in a motor vehicle collision at 6th and Folsom causing severe damage to his vehicle. The jaws of life were needed to cut him out of the car. Dr. Parada also suffered a life-threatening collapsed lung, a broken arm and leg, and a severely broken pelvis. Dr. Parada was very fortunate that Station 1 was so close. Station 1 has both a truck and the rescue squad equipped with the Jaws of Life.

During the rescue, Firefighter Paramedic Baxter initiated ALS treatments while Dr. Parada was still trapped inside the vehicle and being cut out of the car. He was somewhat lucid at this time but eventually he did lose consciousness. Dr. Parada regained consciousness and knowing that his lung was collapsed, he was able to tell Firefighter Paramedic Baxter how to start a treatment called plural decompression. The procedure involves inserting a needle into the lung space to evacuate trapped air, and is not an easy procedure. Firefighter Paramedic Baxter did an excellent job. Six months after the accident, Dr. Parada came to headquarters to acknowledge Firefighter Paramedic Baxter, members from Engine 1 and the medic squad. A meeting was coordinated by Dr. Yeh on December 16 for Dr. Parada and his rescuers: Battalion Chief Richard McGee, Rescue Squad members James Kircher, Sarah Coe, Shawn Zimmerman, Barry Lo; Rescue Captain 1 - Frederick Salan; Medic 87 members Shaley Wer, Tyrone Harper; Truck 1 James Parrish, Geoffrey Quesada, James McGuigan, Shawn Mooney, Stephen Cruz; and, Engine 1 members Walter Villavicencio, Theodore Creighton, John Baxter, Conrad Benitez.

The second noteworthy medical incident occurred around 8 p.m. on New Year's Eve. Deputy Chief Gonzales first acknowledged Assistant Deputy Chiefs Jeff Myers and Kyle Merkins for putting together the event plan for New Year's Eve, Captain Schorr on Rescue 5 that evening, and Battalion Chief Bill Storti at radio. That evening, ADC Myers was en route to the Emergency Operations Center, when he heard the accident call come in. Medic 88 – Jeremiah Ribeiro and Phillip Romero were transporting a Code 2 patient when they came upon the accident at Polk and Ellis before it was received at the 911 center. A vehicle traveling between 10 to 20 miles per hour turned a corner and struck an adult female and her two children, one in a stroller. The female child was struck and thrown forward. All three

victims, unfortunately, were run over by the truck. Medic 88 Ribero and Romero began triage and initial treatment. ADC Myers arrived on the scene 30 seconds after the first medic and took over scene control, resource request, and coordinated the care. Medic 54 and Engine 3 arrived on scene quickly three minutes later and began treatment. Medic 54 transported the mother who experienced severe traumatic injuries to her face and head. King Medical transported the female child, and Medic 78, the last ambulance to arrive 12 minutes after the initial dispatch, transported the male child, the most stable of the three. The female child, identified by Supervisor Jane Kim as 6 year-old Sophia Liu, died as a result of her injuries. The mother and male child are still in the hospital. The three-patient call was taken care of quickly, and unfortunately there was one fatality. Stress Unit member John Christy was called to assist members, and at the request of ADC Myers, John Christy contacted the private ambulance company supervisor to offer support to their crew who transported the young girl who died.

Bureau of Fire Prevention:

There will be a meeting next week regarding Pedestrian Safety. ADC Lombardi from Support Services and Fire Marshal, ADC Michie Wong will attend.

Plan Check and field inspection revenues continue to be above projected budgets even through the slow holiday season.

The H-4 exam is scheduled for the end of January. Approximately 80 members are signed up to take the exam.

Overtime has been used for plan check to keep the backlog as close to three weeks as possible due to long term absences and staffing shortages (to be resolved with the H-4 exam).

Bureau of Fire Investigation:

The Bureau investigated two greater alarms during the reporting period: a third alarm at a single-family residence on Baker Street where there was one fatality, and the Chinese Consulate fire on January 1. The FBI was the lead agency for the Consulate fire after the Fire Department's initial investigation. Department crews were on scene in two minutes and had the fire extinguished in six minutes. A suspect turned himself into Daly City police.

Bureau of Communications:

Battalion Chief Bill Storti did a very good job on New Year's Eve. BC Storti continues to work with DEM staff on Command CAD testing. His other projects include working with DEM training on streamlined protocols for dispatching units and for control channel operations. BC Storti is attempting to streamline how the control channels are configured and how they work with each other to obtain dedicated presence in the fleet seat and hot seat which controls the Department's dispatch. BC Storti is also currently working on MBT style sheets and verifying AVL data, and finishing up the station order project with the addition of Station 4.

EMS Operations:

ADC Myers continues to work on his part of the After Action Report for Asiana Flight 214, reviewing the emergency medical response to the incident.

ADC Myers is also working on the edits to the EMS Field Operations Guide which should be ready for the Chief's review by the end of January.

Rescue Captain Dumont will be working with the San Franeiseo Police Department on the Aetive Shooter Response projeet.

Deputy Chief Gonzales reported on some statistics for New Year's Eve eoverage. During the hours of 10 p.m. and 3 a.m. on Deeember 31, there were 222 ealls in the five hour period. There were a total of 51 ambulance transport units available on Deeember 31. In comparison, there is an average of 315 day-to-day calls. One of the major differences was that there was enough support in the street as opposed to last year. There were no major holding calls and no medie-to-follows in the system, whieh is an aehievement.

GEMT Update – the Department is working with the state to resolve outstanding issues but antieipate submitting their eost reports on sehedule.

Support Services is moving ahead with ordering ten additional ambulanees, with minor ehanges ineluded. The anticipated arrival time will be April of 2014.

Airport:

Assistant Deputy Chief Carnes is working on a number of projeets in addition to his part with the NTSB investigation. Deputy Chief Gonzales invited Chief Carnes to give the report to the Commissioners on his experienee at the NTSB hearings.

Deputy Chief Gonzales concluded his report.

- Report on the NTSB Hearing in Washington, D.C.

Assistant Deputy Chief Dale Carnes presented a brief report on the events immediately leading up to and including the NTSB hearing in Washington, D.C. Chief Carnes explained that the San Francisco Fire Department Airport Division was going to be the main party from the City and County of San Franeiseo to testify at the hearing. In late November that was changed to City and County of San Francisco, and it quiekly beeame very much a team effort. A total of seven people traveled to Washington D.C. Chief Operating Offiеer Tryg MeCoy and Public Information Offiеer Doug Yeagle represented the Airport. Sheryl Bregman, Connie Menefee, and Karen Kirby represented the City Attorney's office. The City also hired the legal firm of Holland and Knight from the DC Metro area. They sent one of their attorneys, a former General Counsel for the NTSB to the hearing, and Chief Carnes represented the Fire Department.

While at the hearing Chief Carnes was in daily eontaet with a large group of support personnel that included Chief Hayes-White and Deputy Chief Gonzales. The Emergeney Operations Center at the Airport was also set up the day of the hearing to handle any potential press inquiries from the hearing. Originally the Department was the main party during the investigation and sinee Chief Carnes was the party chair during the investigation, the NTSB requested that he be the main witness at the hearing. Chief Carnes stated that he became the poster ehild for the team, but it was a total team effort.

The team was in Washington, D.C. from December 5 through 12. They were very busy with several daily prehearing meetings establishing the rules and proeedures for the aetual hearing. The hearings are close to the level of a congressional hearing, so there are very speeifie proeedures and rules of engagement. There were also multiple baek room meetings leading up to the hearing with both the FAA and the NTSB. The majority of the time was spent preparing for the aetual presentation. Chief Carnes was told that he would be on the stand for approximately three hours. That time would inelude both a verbal presentation as well as multiple lengthy sessions of questions and answers from several different bodies. The one technieality was the weather. A major snow storm eame in and actually shut down the federal government. The NTSB had to eall an audible mid-stream,

and the hearings were scaled down from a two-day, eight hour daily process to a one-day marathon twelve-hour session. Chief Carnes remarked that the schedule change changed the dynamics, but his time on the stand was reduced by thirty minutes.

The overall outcome for the City and County of San Francisco was extremely positive. Chief Carnes stated that they showed both the NTSB and FAA that the San Francisco Fire Department is an extremely professional organization, focused on the safety of the public, with responsibility to the ARFF (Aircraft, Rescue and Fire Fighting) Industry, and the Airport industry subsequent to the plane crash.

Chief Carnes categorized the flight 214 plane crash as a low frequency, high risk event. Fortunately these incidents do not occur often, but all the learning value needs to be extracted from them at every level. Both the FAA and NTSB were hoping that the Fire Department would take the responsibility as the lead, which it has. In turn, the FAA and NTSB have been very receptive of the Department's response. During the incident on July 6, Department members did some things that have never been done on record -- namely interior firefighting and rescue on an actual burning aircraft. For the next several years, both the federal government and other large airports throughout the country will be looking to the San Francisco Fire Department to help develop doctrine and training that was built from the Asiana experience, and how it was handled. Chief Carnes remarked that overall the Department looked very positive to the entire industry.

Several steps in this after-accident process remain. The people representing the City and County of San Francisco at the hearing in Washington, D.C. continue to work as a team. They are currently producing a written party submission that will be turned into the NTSB no later than close of business on Friday, January 17. Each member of the team is working on elements of the report within their area of expertise or specialty. The purpose of the submission is to present proposed findings for the public docket, which is nothing more than an initial report that has already been released. The final report will be released sometime later in the year. The proposals are based on the evidence that was produced during the course of the investigation. The next step will be a technical review, which has just been scheduled for February 13. Chief Carnes and the Chief Operating Officer at the Airport will most likely return to Washington, D.C. for a one-day trip to meet with all the parties. The group will examine the public docket, which includes a factual report with all its attachments. Every document will be reviewed for factual accuracy and will receive a yes or no vote that is locked into the docket for production of the final report. The final meeting will take place just prior to the issuance of the final report in mid-summer. Chief Carnes noted that Chief Hayes-White and Airport Director John Martin are planning to attend that session. Once the final report is complete, it will be released to the public and then turned over to the FAA. The final report will include any recommendations from the NTSB to the Department regarding changes or modifications that need to be made to the Department's ARFF program. The FAA can also choose whether or not to act on those recommendations.

Chief Carnes concluded his report and offered to answer questions.

There was no public comment on Agenda Item 5.

Vice President Nakajo asked if the Department researches its own internal information as to what occurred to come up with recommendations, or does the Department wait for the NTSB report.

Chief Carnes explained that the Department took a proactive approach within 24 hours of the incident. He noted that as part of the investigative team, they were provided complete transparency from the beginning relating to any potential findings that developed throughout the investigation. At the direction of Chief Hayes-White and Deputy Chief Gonzales a committee was formed to develop an After Action Report. Committee members Assistant Deputy Chief Velo, Assistant Deputy Chief Carnes, Assistant Deputy

Chief Myers and Battalion Chief Storti have been working for three months developing the After Action Report. Chief Carnes explained that it is a delicate process because the matter continues to be an ongoing investigation, and the Department does not want to trump the NTSB and produce or release any information before them. Vice President Nakajo thanked Chief Carnes for the explanation.

Commissioner Evans asked for the name of the attorney for Holland and Knight. Chief Carnes replied that it is Gary Halbert. Commissioner Evans concurred with Vice President Nakajo's remarks about being proactive. Her only caution was that before any information gets disseminated to the public, it should be reviewed by someone in the City Attorney's office. Chief Carnes assured Commissioner Evans that the City Attorney's office has a robust presence on their team

Commissioner Covington first thanked Chief Carnes for his report. She pointed out that since he was so new to the job when the tragic accident occurred, she complimented him on his grace under pressure. Commissioner Covington asked if any recommendations coming down from the Department's After Action Report or the NTSB report will have any impact on the Department's budgetary needs. Chief Carnes replied that fortunately, the Airport Division's budget is compartmentalized and separate. Most of the initiatives that the Department has been implementing have dollar signs attached to them. Come of them have been fairly large capital improvements, but the Airport has been extremely forthcoming in supporting all of them.

President Hardeman noted that he watched the NTSB hearings and was very proud of the way Chief Carnes handled himself. He reflected on the day of the tragic accident and seeing the footage of passengers trying to exit the plane and responders going inside the plane to rescue other passengers. He stated that it made him proud to be a Fire Commissioner.

President Hardeman thanked Chief Carnes for the report and called for any questions for Chief Hayes-White or Deputy Chief Gonzales.

Vice President Nakajo said he was very pleased about the increase from 36 to 48 recruits for the August H-2 academy class. He acknowledged Chief Hayes-White for advocating for the increase and also thanked Jesusa Bushong for all of her work with the applicants.

Commissioner Covington commented on the action of the Department at the pedestrian fatality on New Year's Eve. She said that Assistant Deputy Chief Myers made a very good decision to have John Christy from the Stress Unit contact the ambulance company supervisor to offer support for their crew who transported the young victim. She stated that it is important for people to be able to process what they have seen. She was also pleased to see in the Operations Report the continued push to provide partners for all shifts for safety and efficiency at the Bureau of Fire Investigation.

Commissioner Evans asked Chief Hayes-White for the demographic breakdown of the January H-2 Academy class. Chief Hayes-White replied that there are 41 males and 7 females, and she would provide the ethnic breakdown at a later date. Commissioner Evans asked if there were any new requirements being imposed for the GEMT funding program. Chief Hayes-White explained that the state required entering into an MOU which she just signed earlier in the day. Mr. Corso said that the matter would be coming before the Commission soon. There are a couple of agreements that need to be signed having to do with the structure of the actual cost reports. Mr. Corso has not yet received the documents. One of the reasons for the extension was a number of small issues, many being unique to individual departments that precluded other departments from accurately submitting a proper cost report. Until departments get definitive answers on how to allocate costs according to the correct interpretation of the guidelines, he will not be able to submit a final

cost report. Mr. Corso explained that he is still working with the state on this and should have a solution before the submission deadline.

Deputy Chief Gonzales asked for a moment to comment on the Airport. He stated that he was stationed at the Airport from mid-2011 to the beginning of 2012. While he was there, his training Battalion Chief was Rudy Castellanos. There was an old plane on the grounds where Chief Castellanos used to run his red cap drills at 5:30 a.m. They often practiced interior attack and search and rescue on the plane. Deputy Chief Gonzales pointed out that the seed was planted a long time ago for this kind of incident, and he acknowledged Chief Castellanos for the excellent job he did as Training Chief at the Airport.

10. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the January 23, 2014 regular meeting

Mr. Corso will present the draft operating budget.

Chief Hayes-White asked that the SFISE presentation be postponed until March.

There was no public comment on Agenda Item 10.

11. ADJOURNMENT

President Hardeman adjourned the meeting at 6:30 p.m.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
January 21, 2013 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

DOCUMENTS DEPT.

AGENDA

JAN 17 2014

Item No.

1. ROLL CALL

Commission President Michael Hardeman, Hearing Officer

2. CASE NO. 2013-07: HEARING ON SUSPENSION APPEAL

Hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from a two-day suspension for violation of the Rules and Regulations as follows:

Section 3909 – False Reports
Section 3924 – Disobedience

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, January 23, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

DOCUMENTS DEPT
JAN 17 2014
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Item No.

1. ROLL CALL

President	Michael Hardeman
Vice President	Stephen A. Nakajo
Commissioner	Andrea Evans
Commissioner	Francee Covington
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. COMMUNICATIONS *[Discussion]*

Letter of Commendation

1 To Chief Hayes-White from Randell A. Hanvelt, Chair of the Board of Supervisors, County of Tuolumne, commending all those who responded and worked tirelessly during the weeks of the Rim Fire, and for the overwhelming response to the community during the incident. (Dated: December 23, 2013)

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes from the regular meeting on December 12, 2013.

5. DRAFT OPERATING BUDGET – FISCAL YEARS 2014-2015/ 2015-2016 *[Discussion]*

Submission of draft operating budget for Commission review and discussion.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

7. FIRE COMMISSION ELECTION OF OFFICERS *[Action]*

a. Nomination and election of Commission President.

b. Nomination and election of Commission Vice-President.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the February 13, 2014 regular meeting.

9. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, January 23, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Michael Hardeman called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Michael Hardeman	Present
Commission Vice President	Stephen A. Nakajo	Present
Commissioner	Andrea Evans	Present
Commissioner	Francee Covington	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Raymond Guzman	Deputy Chief – Administration	
ADC s		
Jeff Myers	EMS Division	
Ken Lombardi	Support Services	
Dale Carnes	Airport Division	
Michie Wong	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Robert Postel	Division 2	
Dave Franklin	Division 3	
Staff		
Mark Corso	Chief Financial Officer	

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2. PUBLIC COMMENT

There was no general public comment.

3. COMMUNICATIONS
(Letter of Commendation - December 23, 2013)

There was no public comment on Agenda Item 3 and there were no comments from the Commission.

4. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Regular Meeting on December 12, 2013.

Commissioner Covington moved to adopt the minutes from the Regular Meeting on December 12, 2013. Commissioner Evans seconded and the motion to approve was unanimous.

There was no public comment on Agenda Item 4.

5. DRAFT OPERATING BUDGET – FISCAL YEARS 2014-2015/2015-2016
Submission of draft operating budget for Commission review and discussion.

Mr. Corso presented the draft operating budget for Fiscal Years 2014-15 and 2014-16. Mr. Corso reminded the Commissioners that he outlined the parameters of budget instructions, the budget process and timelines at the last Commission meeting but would give a brief recap.

The city still faces a deficit for the next two years despite the continuation of economic recovery. The type of continued growth in revenue has still been outpaced by some outlying costs, mainly salary and personnel costs. In the first fiscal year 2014-15, the city is facing a shortfall of slightly over one hundred million dollars and for the second year 2015-16, the projected cumulative shortfall is one hundred eighteen million dollars. While this figure is greatly reduced from past budgets, it is still a significant amount for the city to handle. The Mayor's Office relies on department submissions as well as city-wide solutions to meet the deficit. The Mayor's instructions to individual departments were as follows. The Mayor's Office requested departments to reduce their General Fund budget support by 2.5 percent in the first year, and an additional one percent in the second year. An additional contingency request for a reduction or revenue equal to one percent was also added. In dollars, the request amounts to $729,000 in the first fiscal year, $1.2 million dollars in the second fiscal year and a contingency in the amount of $490,000.

Mr. Corso gave a brief outline of the timeline. The Department's budget submission is due to the Mayor's Budget Office on February 21. The Mayor's Budget Office reviews the department submissions and sends their own budget to the Board of Supervisors in June. In late June and July, budget hearings take place before the Board of Supervisors Budget and Finance Committee.

Mr. Corso first explained that reductions are not necessarily made from last year's budget, but from what is considered the base budget for Fiscal Year 2014-15. Since the city shifted to a fluid two-year cycle, the Fiscal Year 2014-15 budget was technically approved last year, and is essentially the Department's base budget for this year. There are some changes due to fringe rates and salary assumptions, but the reduction request is built from General Fund support in the base budget. Any type of MOU or benefit increases are incorporated into the base budget and the Department is not held responsible for those.

The Department's total budget for 2014-15 is approximately $344 million dollars. Ninety-two percent is for salary and fringe benefits and roughly eight percent is for the rest of the Department and its infrastructure. Eight percent of this budget is not a lot and also restricts the Department's ability to reduce funding, especially year-after-year reduction requests. Any perceived easy cuts have long been accounted for, and as the remaining portion is reduced, it becomes more and more difficult to reduce.

The budget before the Commission is the previously approved budget for Fiscal Year 2014-15 with some additional changes. Year 2015-16 is basically a rollover of the first year with some additional changes as proposed by the Department, along with any removal of one-time revenue or expenditures in either of the previous two years. With approximately one month until the Department's submission is due, there will be more changes. Fringe rates are updated, and operational requests and work order amounts between departments are being settled.

Mr. Corso explained some underlying assumptions of the budget. In the current fiscal year 2013-14, two academies were budgeted. The first academy in August was already established in the previous year's budget. The Mayor funded a second academy in mid-January as a supplement for this one year only. As part of the Department's hiring

plan, an academy is scheduled for the next four Augusts, and those are incorporated into the budgets. Nine additional daily positions will be added to staff an engine and truck for the new Station 4. Those positions were incorporated into the budget last year.

Mr. Corso noted that the budget book gives an overall look at revenue, expenditures and a breakdown by division. He highlighted the following changes. The Department's staffing doesn't change much as far as numbers of members per the requirements of Prop F. There is a modification between salary and overtime depending on the staffing level. When the Department submitted its budget last year, a second academy had not been approved. The approval arrived later in the budget process, close to the time when the Mayor submits his budget to the Board of Supervisors. Each year the Department evaluates staffing changes, both new hires and retirements, to achieve the overall staffing level and to determine the overtime and regular salary combination. This has been modified during the current year.

- In addition to a few more supplements, the Department is proposing three additional inspector spots to the Bureau of Fire Prevention to help with the increased volume and activity. Revenue for this fiscal year in the Bureau is strong and anticipated to continue, but it also brings an increased workload.
- One change this fiscal year to Airport staffing is the addition of an H-32 Fire Prevention Captain position assigned to special projects. This position is expected to continue into future budgets.
- Currently there is one H-33 Rescue Captain on duty during the day at the Airport. One of the proposals that the Airport has agreed to is to convert that position to a 24-hour position. This means that more personnel will need to be assigned to the Airport at an additional cost. The Airport has agreed and the cost is being formalized in the draft operating budget before the Commission.
- There are a couple of reclassifications for engineers in the Division of Support Services for capital facility work and one position in the Information Technology division. These are simply reclassifications of current positions, not new positions.
- Mr. Corso is still working with Assistant Deputy Chief Lombardi in Support Services on a request for some additional equipment. Since the Department follows the vehicle replacement plan established by the Fire Commission, the vehicle request is pretty straightforward, and there are parameters for what the Department should request on an annual basis. For the most part, the annual request is not granted in full, so the units not received are incorporated cumulatively into the next year's request. In this budget, quite a few vehicles are being requested since the Department has not been fully funded in past years.

Mr. Corso explained that analysis of staffing models and projections entails looking at retirements and their impact on hiring. This analysis will continue over the next few weeks. There are ongoing discussions with the Mayor's Office, within both the policy and budget context, regarding the EMS Division and the Exclusive Operating Area (EOA).

The Department anticipates being able to meet its 2014-15 target reduction request of approximately $729,000 with a combination of two items. The first is revenue from the Bureau of Fire Prevention. Since the anticipated volume is higher than budgeted in the current year, and is also expected to continue into the first year of the proposed budget, the net amount minus any additional costs from personnel will yield approximately $350,000 in additional revenue which can be counted towards the target reduction. In addition, the staffing model for Station 4 was incorporated into last year's budget, with an October 2014 target opening date. Now the opening is anticipated to occur in November, which will yield one month of savings that can be applied to the targeted reduction.
The Department will continue to work on the second year target reduction and the contingency. There is obviously not much flexibility with staffing, so the reductions

become more difficult every year. Mr. Corso is in constant contact with the Mayor's Budget Office, and up until their budget is submitted to the Board of Supervisors, things continually change.

Mr. Corso addressed some issues related to supplementing the Department's current budget structure and position, some of which have come up in recent Fire Commission meetings. First, the Department is proposing, with the approval and direction of the Fire Commission, to submit those requests with its budget. Essentially the Department would be proposing a budget that meets the Mayor's request for a target reduction. Based on operational needs, the Department would also propose requesting $10.4 million dollars to fund supplemental initiatives. The proposal would obviously push the Department past its target reduction, but the reasoning is that the additional initiatives are necessary and important.

- The first initiative is a request for additional funding to operationally fortify the EMS Division for the EOA. The Department is proposing approximately 9.2 million dollars for this initiative to enhance the EMS infrastructure, and increase the number of ambulance personnel, materials and supplies to handle the increased call volume.
- The Department is proposing additional funding for the Bureau of Fire Investigation for additional personnel, and would like to move from the current staffing model of one investigator on duty at all times to two. In previous years there were always two investigators on duty at all times, but that was reduced. This resulted in an overall reduction in the number of personnel in the Bureau. The reduction in staff has not been sustainable for staff, due to health and safety issues, workload issues, and the amount of reports that need to be completed. Last year the Department submitted a request for two additional inspectors to assist with the increased casework and provide relief. The request was denied. This year's budget proposes to move three additional members to the Bureau with some added overtime, to staff two 24-hour on-duty positions.
- The third funding request is for two phases of Planning and Administrative initiatives. Recently, the Department was audited by the Budget Analyst regarding recruitment, retention, staffing and overtime. One of the findings of the audit was a lack of strategic, long-term planning. While long-term planning is a high priority for the Department, administrative resources have been depleted, making it very difficult to accomplish those tasks. Part of the final request is to refund a Battalion Chief position in charge of the Bureau of Planning and Research. Part of the responsibilities of this position would be to lead long-term planning initiatives. Secondly, since the Department receives many requests for information ranging from environmental review, projections, call volume, response time and other such requests, the Department does not have a centralized location to coordinate all of the responses. This Battalion Chief Position would assist with communicating that information to the requesting parties with consistency. A more coordinated procedure for that kind of information release would be very beneficial to the Department. The other piece of the audit related to recruitment efforts by both the Department of Human Resources and the Fire Department. There is no funding nor any designated recruitment personnel. In the past, there was a budget line item that funded recruitment but it was removed years ago. The Department is requesting some additional funding to fill a position that would manage recruitment and assist DHR and the Department with outreach.

Mr. Corso stated that as with any other item in the Department's budget, if it is to be approved by the Fire Commission and submitted, the Mayor's Budget Office could always remove it. The Department would hope to work with them to try and incorporate at least some of this into the budget for the next couple of years.

Mr. Corso concluded his presentation and offered to answer questions.

President Hardeman thanked Mr. Corso for his presentation and called for questions from the Commissioners.

Vice President Nakajo thanked Mr. Corso for his good summary and expressed his interest in where the Department will identify the reduction. He asked Mr. Corso if the decision is more a question of reduction or a question of identifying more revenue. Mr. Corso explained that it is definitely a question of identifying more revenue. He concurred with Vice President Nakajo's understanding that it is very difficult to the extent that the Department is able to propose reductions without impacting service of any kind. With that in mind, the department is proposing an approximately one-million dollar increase of fire prevention revenues as a result of increased volume. That is countered by approximately $700,000 in added costs to the Bureau to fund more personnel needed to process permits, conduct plan review and other duties. The net result from that revenue amounts to approximately $300,000. In terms of personnel, that translates to three H-4 inspectors promoted from within the Department.

Commissioner Evans asked Mr. Corso if the three additional funding requests were considered a supplement. Mr. Corso clarified that once those items are approved by the Commission, they will be included into the overall budget submission for final Commission approval.

Commissioner Covington was pleased about the overall increase in revenue at the Bureau of Fire Prevention and the request for three additional inspectors at the Bureau of Fire Investigation.

Commissioner Covington asked Mr. Corso if he could comment on the Equipment Budget Request. Mr. Corso responded that according to the revised Commission replacement plan in 2009, the Department's annual request is two trucks, four engines, five ambulances, five field command vehicles, and two headquarters command vehicles. If the Department does not receive the requested equipment, additional pieces are requested in the subsequent year. That is why there are a large number of vehicles being requested. In the past, vehicles were granted or allocated funding through the city's lease purchase program. They were funded in the same manner the General Fund pays interest on bonds. This year was the first year the city funded vehicle equipment from the General Fund budget in lieu of forgoing the interest obligation. Mr. Corso said he did not know if that will continue to be the process going forward, but it is the way the Mayor's Budget Office would like to proceed.

President Hardeman thanked Mr. Corso for his representation. He remarked that the budget and accompanying documents were prepared in an easy-to-read fashion with all of the important points clearly set out. President Hardeman offered the presence of a Commissioner at any upcoming budget meetings at the discretion of Chief Hayes-White. Chief Hayes-White expressed appreciation for President Hardeman's offer.

There was no public comment on Agenda Item 5.

6. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White's report covered the period following the January 9, 2014 Commission Meeting.

Chief Hayes-White first introduced Assistant Deputy Chief Raemona Williams, the new Director of the Division of Training. Chief Hayes-White noted that both she and Chief

Williams entered the Department 24 years ago. Chief Williams greeted the Commissioners and thanked Chief Hayes-White for selecting her to her new position. Chief Williams remarked that over the years she watched Chief Hayes-White move up in the ranks and has always admired her leadership. Chief Williams looks forward to being a part of the Command Staff and working at the Division of Training. Chief Williams was most recently assigned as Battalion Chief at Station 4 in Pacific Heights. Chief Williams has also been an instructor at the Division of Training and was a member of the recruitment and retention committee earlier in her career. Chief Williams feels strongly about retaining qualified members that reflect the city's diversity, and looks forward to working with whoever will be selected to be on a recruitment and retention committee. The Commissioners congratulated Chief Williams on her appointment.

Announcements:
48 new recruits started their academy at the Division of Training on Tuesday, January 21. There was one resignation earlier in the day, but a replacement was made immediately. Chief Hayes-White noted that the demographic breakdown that was provided to the Commissioners may not reflect that recent change. This will be the first academy for Assistant Deputy Chief Raemona Williams who will be overseeing one Training Captain and 11 training officers.

Assistant Deputy Chief Dale Carnes was unable to attend the meeting. He was en route from Washington, D.C. for a conference on the Asiana plane crash. The city was asked to prepare a 30-day submission following the NTSB hearing, and to put together a report for the NTSB for consideration as part of their findings. The findings are expected to be complete within a one-year period of time since the accident. Chief Hayes-White has reviewed the 23-page report which was prepared by members of the Airport, Chief Carnes and a few of the Deputy City Attorneys. The report for the NTSB is privileged and confidential, attorney work-product, and currently not a public document. It will become public once the NTSB releases it. Chief Hayes-White remarked that she is not allowed to share the report with anyone. She said she would check to see if the City Attorney could possibly give the Commissioners a briefing during a special meeting or individually to whomever is interested.

Over the holidays, Mayor Lee formed a working group called the Housing Production and Preservation of Rental Stock and Housing Working Group. The group is Chaired by Tom Huey from the Department of Building Inspection, and Co-Chaired by John Rahaim from the Planning Department. Chief Hayes-White was asked to sit on the panel, but since much of the detail is specifically related to code, she handed the position over to Fire Marshal Michie Wong. Chief Wong is doing a wonderful job on the working group and capably representing the Department.

Chief Hayes-White took the opportunity to further acknowledge Chief Wong for her work with Chief Lombardi representing the Department on the issue of pedestrian safety. Chief Wong and Chief Lombardi both attended a pedestrian safety board meeting at City Hall during the week of January 14, and did a very good job with a thorough presentation. The Chiefs were able to provide some balance and perspective from the Department related to challenges. Their presentation also emphasized that it is everyone's shared responsibility to be less distracted and more alert, whether you are driving, walking or riding a bike. Chief Hayes-White offered to have the Chiefs share that report at a future meeting. Chief Hayes-White noted that the Battalion Chiefs may be asked to attend some of the evening meetings regarding pedestrian safety and other important community issues.

On February 12, Chief Hayes-White, the Deputy Chiefs, Chief Lombardi and Chief Wong had a very good meeting with representatives from the Mission Bay South Beach Neighborhood Association. The representatives came to headquarters to express similar concerns the Department has related to pedestrian safety. They also have some concerns about the proposed Warriors arena. Their basic goal was to get the Department's perspective on a variety of issues and offer their assistance to help communicate those concerns. Chief

Hayes-White stated that it might be a good idea for Department representatives to attend one of their meetings.

The Department is an integral part of Mayor Lee's new campaign: "Be nice, look twice," which is expected to be launched around Valentine's Day. Many city departments are working hard on the campaign given the 21 pedestrian deaths that occurred in 2013. The Department is working closely with Police, MTA, Public Works, the Mayor's Office and the Board of Supervisors as the project rolls out.

Chief Hayes-White took a moment to congratulate Commissioner Francee Covington on her reappointment to a full four-year term. Chief Hayes-White was not able to attend the swearing in ceremony and acknowledged Deputy Chief Gonzales for attending in support of Commissioner Covington.

Chief Hayes-White attended the Mayor's State of the City address on January 17. Chief Hayes-White remarked that the Mayor's address was comprehensive and included an affirmation of his commitment to keep hiring on track for Police and Fire.

Part one of the H-4 Inspectors exam took place on January 21. Part two will be administered on Sunday, January 26. A fairly high percentage of members decided to not take the exam, dropping to approximately 40 percent of the members who initially signed up.

On February 12, Chief Hayes-White and Chief Lombardi appeared with representatives from the Police Department, Capital Planning, DPW and the PUC before the Budget and Finance Committee relating to the ESER 2 Bond. The goal is for the ESER 2 bond to receive overwhelming approval by the voters in the June election. ESER 2 is a 400 million dollar bond which designates 70 million dollars for neighborhood firehouses, another 70 million for the emergency firefighting water system, 65 million for medical examiner facilities, and 195 million for motorcycle police and the crime lab. Chief Hayes-White noted that she was very candid with the Mayor's Budget Office, the Controller and the City Administrator about wanting an increase in the Department's allocation. She was told that instead of increasing the amount, they wanted to keep the Bond at 400 million, and if there was any flexibility or adjustment, it would need to stay within the 400 million. Chief Hayes-White stated that she had hoped for an additional 30 million for a total of 100 million dollars. An agreement was reached to reduce the PUC allocation for the emergency firefighting water system from 70 million to 55 million dollars for a more phased approach, and increase the Department's allocation to 85 million dollars. Because the ESER 3 bond is not scheduled until 2021, Chief Hayes-White's goal was to get as much funding as possible for the Department's many aging facilities.

Earlier in the day Chief Hayes-White, the Deputy Chiefs, Mark Corso and Jesusa Bushong attended the Government Audit and Oversight Committee meeting chaired by former Fire Commissioner, Supervisor London Breed. Supervisors Katie Tang and David Chiu also sit on the Committee. The performance audit requested by Supervisor Malia Cohen regarding the Department's recruitment efforts and another piece on overtime and staffing was on the agenda. Mark Corso spoke about succession planning, strategic planning and the Department's use of overtime. The auditors recommended an infusion of funding to lower overtime and hire more staff, which the Department would favor. In past years, the budget analyst and controllers' office have both adopted the higher use of overtime and less full time employees. The Mayor's public safety hiring plan will help the Department head in the right direction to increasing staffing. Jesusa Bushong did a great job presenting the recruitment, retention and promotion piece which entailed many hours of preparation and data collection. Chief Hayes-White remarked that while she appreciated the work of the audit, the Department disagreed on a few points, particularly with recruitment and retention of a diverse workforce. Chief Hayes-White stated that the Department truly reflects the community it serves.

Chief Hayes-White will attend an official event for the opening of the new Terminal 3 at the Airport. Roughly 90 Firefighters, EMTs and Paramedics work out of the three stations at the Airport.

On February 6, Chief Hayes-White, and representatives from the DEM and DEC will meet with Mayor Lee regarding a policy decision for the path of the EMS Division. Out of concern for the additional amount of funding the Department has requested, the Mayor's Budget Office has put the decision regarding the provision of emergency medical services in a pre-hospital environment in the hands of the Mayor. Chief Hayes-White will report on the outcome of this meeting with Mayor Lee at the next Commission meeting.

Chief Hayes-White concluded her report.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Deputy Chief Raymond Guzman gave the Administrative Report for the months of November and December, 2013 and January, 2014.

Support Services: Assistant Deputy Chief Ken Lombardi and his staff are working diligently managing the ESER projects. One significant milestone was the October 30, 2013 move for Engine 36 and Battalion 2 to Station 6 on Sanchez and Market Streets. Station 36 will undergo a one-year seismic and remodel job. On completion of that project, members from Station 16 will move to Station 5 for a similar one-year renovation project. On October 29, 2013, Engine 44 moved to Station 42 for an estimated six-month renovation.
New Station 4 is moving forward and on schedule to open at the end of 2014. Glazing on the exterior curtain wall is nearly finished. Interior electrical, plumbing and fire sprinkler systems are almost complete, and drywall work has begun.

The Pier 30-32 Warriors project is still in the EIR phase.

Chief Lombardi and his staff are working with Central Shops on specs for two new heavy rescue squads and a new mobile air unit. The Department hopes to be in contract for this equipment by the end of 2014.

In June of 2013, the Department's journeyman ladder maker retired. DHR has given a test and conducted interviews for a replacement. The Department hopes to have a new journeyman by February to start building more new ladders, especially for the opening of new Station 4.

Crimson Fire Apparatus was awarded the contract for six aerial ladder trucks on January 3, 2014. The Department expects to receive the first two in approximately one year. Crimson Fire also has ten engines in production, and the first delivery should take place in three to four months. Chief Lombardi and Mark Corso will be meeting with the Office of Contract Administration on January 24 regarding the status of the ten new ambulances. They will review the revised specs which will hopefully be put out to bid in a couple of weeks.

Announcements: Assistant Deputy Chief Raemona Williams, the new appointed Director at the Division of Training is working hard with the 116th recruit academy. Deputy Chief Guzman acknowledged former Assistant Deputy Chief Jose Velo for all of his work since October, 2011. Chief Velo has returned to his job as Chief of Battalion 9 which is housed at Station 15.

On December 13, 2013, 43 new members graduated from the 115th recruit academy at the Division of Training.

A two-day Incident Support Specialist class and exam were conducted during the week of December 2. Chief Hayes-White will be able to use the list from this exam to promote members to some permanent exempt positions.

Homeland Security: Deputy Chief Kyle Merkins continues to work on the 2014 UASI training and exercise schedule. Chief Merkins also worked with Assistant Deputy Chief Myers to develop the 2014 New Year's Eve, Chinese New Year, and St. Patrick's Day event action plans.

The Department recently received $80,000 worth of rescue equipment through the 2011 UASI grant. Chief Merkins is working with Chief Postel, head of the technical rescue committee, to roll that equipment out to the appropriate companies.

During the week of January 13, Deputy Chief Guzman and Chief Merkins attended the 2014 UASI West Bay Hub meeting in Redwood City. Last year the West Bay Hub was allocated 2.2 million dollars. This year, the 2014 allocations are still undetermined. The Department is hoping that the allocation will be similar to the previous year. Chief Merkins has applied for another $100,000 for the PWSS, $35,000 for NERT, and $124,000 for the NERT volunteer management coordinator position.

The AFG grant for 2013 closed on December 6. The Department applied for a 1.6 million dollar grant for exhaust extractors for all the firehouses.

In November, 2013, the $500,000 UASI PWSS project was closed out. The Department will be asking for another $100,000 from UASI.

The Department is still in negotiations with the fireboat vendor. Deputy Chief Guzman is meeting weekly with the Office of Contract Administration to make sure the project moves forward.

ISB: Acting Captain Jeff Turnquist in Investigative Services Bureau has been very busy with the Department Physician over the past few months conducting background investigations for the 116th recruit class.

Captain Turnquist conducted 24 random drug and alcohol tests during the reporting period.

Deputy Chief Guzman concluded his report.

7. FIRE COMMISSION ELECTION OF OFFICERS

a. Nomination and election of Commission President.

President Hardeman called for public comment. No member of the public came forward.

President Hardeman called for a nomination for President. Commissioner Evans nominated Stephen Nakajo for Commission President. Vice President Nakajo seconded. President Hardeman asked Vice President Nakajo if he accepted the nomination. Vice President Nakajo accepted.

President Hardeman asked if there were any other nominations for President. Commissioner Covington nominated Michael Hardeman for President. President Hardeman seconded the motion and accepted the nomination.

Commissioner Evans asked to make a statement on the practice of elections. Commissioner

Evans explained that she has been on the Commission for more than five years. It has been the custom to practice collective leadership whereby Commission members take turns serving in the officer roles. Commissioner Evans stated that this custom has served both the Commission and the Department well, and has afforded all the Commissioners an opportunity to ascend to the officer positions. The Commissioners have not had to lobby for leadership positions, and has made for a very collegial Commission. Commissioner Evans pointed out that she does not see the reason to deviate from this practice for this election. Discussions ensued. President Hardeman asked Commissioner Evans to call for the votes.

Commissioner Evans called for a vote on her motion to nominate Stephen Nakajo for President. The Commissioners voted (2-2). (Ayes: Evans and Nakajo – Nays: Covington and Hardeman). The vote lacked a majority.

Commissioner Evans called for a vote on Commissioner Covington's nomination for Michael Hardeman as President. The Commissioners voted (2-2). (Ayes: Covington and Hardeman – Nays: Evans and Nakajo). The vote lacked a majority. Discussions ensued.

b. Nomination and election of Commission Vice President

Vice President Nakajo asked the Commissioners to go through the process of voting for Vice President since the item was on calendar. Commissioner Covington remarked that the whole election should be held in abeyance. Commissioner Evans stated that it would not be good to say the Commission has postponed the election. The record should reflect that the election happened and there was no clear winner. While President Hardeman noted that the Commission should seek guidance on what to do in the event of a tie, Commissioner Evans nominated Stephen Nakajo for Vice President. Vice President Nakajo seconded and accepted the nomination. President Hardeman called for the vote. (Ayes: Evans and Nakajo – Nays: Hardeman – Abstained: Covington). Once again, the vote lacked a majority.

President Hardeman asked the Commission Secretary if she had knowledge of an abstention during an previous election. The Commission Secretary replied no and remarked that she believed an abstention was not valid because there was no legitimate reason. There were no other nominations for Vice President and the elections were continued pending advice from the City Attorney.

There was no public comment on agenda item 7.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the February 13, 2014 regular meeting

Mr. Corso will present the operating budget for discussion and possible action.

There was no public comment on Agenda Item 8.

9. ADJOURNMENT

President Hardeman adjourned the meeting at 6:40 p.m. with a moment of silence in the memory of Tom Smith, the Bart Officer who died from an accidental shooting.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, February 13, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

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AGENDA

Item No.

1. ROLL CALL

President	Michael Hardeman
Vice President	Stephen A. Nakajo
Commissioner	Andrea Evans
Commissioner	Francee Covington
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

/14

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve minutes from the regular meeting on January 9, 2013.

4. OPERATING BUDGET – FISCAL YEARS 2014-2015/ 2015-2016 *[Discussion and possible action]*

Discussion and possible action to adopt the Fire Department's Operating Budget for Fiscal Years 2013-14 and 2014-15.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

6. **FIRE COMMISSION ELECTION OF OFFICERS** ***[Action]***

   a. Nomination and election of Commission President.

   b. Nomination and election of Commission Vice-President.

7. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the February 27, 2014 regular meeting.

8. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, February 13, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Michael Hardeman called the meeting to order at 4:10 PM. Vice President Nakajo arrived at the conclusion of the budget presentation.

1. ROLL CALL

Commission President	Michael Hardeman	Present
Commission Vice President	Stephen A. Nakajo	Present
Commissioner	Andrea Evans	Present
Commissioner	Francee Covington	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Raymond Guzman	Deputy Chief – Administration	
ADC s		
Jeff Myers	EMS Division	
Ken Lombardi	Support Services	
Dale Carnes	Airport Division	
Michie Wong	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Art Kenney	Division 2	
BC Marty Ross	Division 3	
Staff		
Jesusa Bushong	Department Personnel Officer	
Mark Corso	Chief Financial Officer	
Dr. Clement Yeh	EMS Medical Director	

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2. PUBLIC COMMENT

There was no general public comment.

3. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Regular Meeting on January 9, 2014.

Commissioner Covington moved to adopt the minutes from the Regular Meeting on January 9, 2014. Commissioner Evans seconded and the motion to adopt was unanimous by the members present 3-0. (Ayes: Hardeman, Evans, Covington).

There was no public comment on Agenda Item 3.

4. OPERATING BUDGET – FISCAL YEARS 2014-2015/2015-2016

Discussion and possible action to adopt the Fire Department's Operating Budget for Fiscal Years 2014-15 and 2015-16.

Chief Hayes-White asked CFO Mark Corso to give the budget presentation. She first introduced Mr. Chris Simi from the office of the Mayor's Budget Analyst and thanked him for taking the time to attend the Fire Commission meeting.

Mr. Corso presented a Proposal Update on the Department's Draft Operating Budget. Mr. Corso went through some recent changes to the proposed budget which were incorporated as a result of discussions and direction given at the previous Commission meeting. He reviewed the budget timeframe and reminded the Commission that the Department's goal is Commission approval on the draft budget to meet the February 21 submission deadline to the Mayor's Budget Office.

Mr. Corso reiterated the Mayor's request that all departments propose reductions of 1.5 percent in the first year of the two-year budget cycle, plus an additional one percent in the second year. An additional one percent contingency reduction has also been requested in either fiscal year which can either be a one-time reduction or ongoing. In dollar amounts, the 1.5 percent reduction amounts to $735,494. The one percent reduction in the second year is a cumulative $1.2 million dollars and the one percent contingency is approximately $490,000. The numbers are a bit different by a few thousand dollars from what was discussed at the last meeting.

Mr. Corso reviewed some of the changes from the last meeting as well as from the current year and what was approved from the 2014-15 budget during the last two-year budget cycle.

- Two H-2 fire academy classes, one in each of the fiscal years, is a continuation of the Mayor's Public Safety hiring plan.
- In the fall of 2014, Station 4 will open, which will require an additional nine members on duty per day to staff an engine and a truck.
- The Department has also taken another look at its overtime/salary allocation based on revised staffing level estimates, hiring and any anticipated retirement separations. When the budget was submitted last year, the current academy was not factored in, so the additional 48 people have been included into the projections.
- Additional staff have been assigned to the Bureau of Fire Prevention as a result of increased workload.
- Revenue from the Bureau is very strong this year and projected to continue based on the level of activity.
- The Department is formalizing the budget process with some staffing changes at the Airport this year. Earlier in the year, an additional Fire Prevention Captain was assigned to the Airport Division to handle special projects.
- Some additional staffing is operations is anticipated to occur before the end of the current fiscal year, and a few reclassifications of civilian positions are included in this administrative budget.
- Since the last meeting, there have been some updated work orders and benefit rates, as well as the incorporation of the proposals the Department presented at the last meeting.

Target Reduction Status: Based on some of the proposals, the Department is able to meet the first year's target reduction of approximately $735,000. Part of that was achieved through net increases in Fire Prevention Revenue after factoring out the additional resources and personnel assigned to the Bureau. Those additional costs offset some of the revenue gain, but there is still a gain for the Department.

In addition, there are some salary savings in Operations due to the additional personnel. This is countered by some miscellaneous increases for materials and supplies in other areas. For example, in Support Services, the Department anticipated requiring an increase in materials and supplies mainly due to increased call volume, so this has been incorporated into the budget request. The net overall reduction before any additional proposals are included into the budget is enough to count for the first year target reduction. Regarding the contingency, as previously mentioned, Station 4 is scheduled to open in the fall. In last year's budget preparation, the Department assumed an opening date of October 1. Since that time, the date has been pushed back to November due to the construction schedule, resulting in a one-time savings from the delayed opening. The one-time savings amounts to approximately $485,000 to meet the target for the first year contingency reduction. The Department is requesting to work with the Mayor's Budget Office on the higher second year reduction request of 1.2 million dollars. There will also be ongoing discussions as the Mayor gets closer to his budget submission to the Board of Supervisors on June 1.

Based on some of the discussions and direction from the last Commission meeting, there are three items of current need that the Department would like to address, and would like to submit that as part of the Department's budget proposal. The inclusion of these items would obviously surpass any target reduction, but the Department has identified these requests as very important.

- Funding for the EMS Division to assist the Department in meeting the service levels required for the Exclusive Operating Area (EOA) for a revised amount of $9.8 million dollars. This amount of funding would cover the cost of additional personnel, administrative personnel, ambulances, equipment, and materials and supplies.
- Three additional fire investigators for the arson unit in the Bureau of Fire Investigation. Along with some extra overtime, this would allow the Department to return to a staffing model consisting of two members on duty per day for a 24-hour period which was reduced in the budget a few years ago. Due to the workload issues in the arson unit, the Department feels very strongly about the need for two investigators.
- A planning and recruitment proposal to fund an administrative Battalion Chief as well as a civilian position for recruitment and retention. These resources have been defunded during previous budget cycles. The point was raised during the recent Budget Analyst audit and so, the Department is requesting the fulfillment of the two positions.

In total, the three proposals totaling $11.1 million dollars are incorporated into the proposed budget. The budget proposals are due on Friday, February 21, and the Mayor's Budget is due on June 1 to the Board of Supervisors.

Between the months of February through May, much discussion takes place between city departments and the Mayor's Budget Office, and many things change before the budget is finalized. The Mayor's Office has the authority to make whatever changes they feel necessary citywide. The Department's Capital Budget and equipment requests will also go through their processes during the coming months up until the Mayor's Office submits the city budget on June 1.

Commissioner Covington expressed her support for the Department's supplemental requests. She was especially pleased about the request for three additional fire investigators.

Commissioner Covington asked Mr. Corso about some recalculations he did since the last meeting regarding the EMS portion of the funding request. Mr. Corso explained that he corrected his initial figure and the $700,000 was, in fact, included as an increase to the budget proposal.

Commissioner Evans thanked Mr. Corso for the budget update and asked if he could comment on the status of the GEMT funding. Mr. Corso explained that the statewide deadline for submitting the costs reports is either March 1 or 2. There are no other anticipated extensions but the Department's submissions are on track. He explained that he will have a better idea and more detailed answers by late February or early March. Commissioner Evans made her plea to the representative from the Mayor's Budget Analyst that the ten million dollar supplemental request for the EMS Division is extremely important.

Commissioner Evans asked Mr. Corso if the Department had control over its fees. Mr. Corso explained that the Department has control over the fees and sets them, but no increase is being requested in this budget. The Department makes a cost allocation model every year based on the anticipated cost of personnel to get an overall cost of running each program and anticipated volume. The increase in revenue before the Commission is not necessarily due to any fee increase but rather an increase in workload and volume from a class coming in. The Department does take a look at fee increases every year just to make sure there is no imbalance between what resources are expended and what is received. Chief Hayes-White pointed out that several years ago the Department was below market in its fees compared to other jurisdictions. The Department has done a better job in the last five to six years in achieving adequate compensation. Mr. Corso added that the Department may still be below market rates in general, but Chief Wong, and her predecessors Chief Harvey and Chief Schultheis all did a very good job allocating resources within the Bureau of Fire Prevention and Investigation to be more efficient.

President Hardeman acknowledged the arrival of Vice President Nakajo. President Hardeman asked Vice President Nakajo if he needed some time to review the materials. Vice President Nakajo agreed and President Hardeman announced that the item would be continued following the report from the Chief of Department.

Chief Hayes-White thanked the Commissioners for all of their input during the budget process. Chief Hayes-White stated that she and Mr. Corso will draft a letter for Commission review, to be signed by herself and either the Commission President or the full Commission. The letter will be included with this operating budget, noting that the Department has made the requested reduction. Since there is collective agreement that the Department is woefully underfunded as well, Chief Hayes-White suggested that two letters should be drafted for the Commission to review – one to be submitted with the capital budget and another for the overall operating budget.

The Commission Secretary reminded the Commission that the Department was looking for budget approval and a vote was needed.

President Hardeman stated that the Commissioners would take a vote following Vice President Nakajo's review and questions.

5. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White's report covered the period following the January 23, 2014 Commission Meeting.

Chief Hayes-White first acknowledged Battalion Chief Marty Ross who was present representing Division 3. She noted that Chief Art Kenny from Division 2 was called to an incident and would be arriving late.

Announcements:

The H-2 academy is in its fourth week with 48 recruits. There have been two resignations and one release since the academy started. Assistant Deputy Chief Raemona Williams and her staff are doing a great job. The Department is still planning for a class of 48 in August, which include a minimum of ten members from Station 49.

The Department is awaiting the results from the H-4 examination. Initially more than 80 members signed up for the test. Following the postponement, only 37 members completed the exam process. Chief Hayes-White acknowledged Fire Marshal Michie Wong for all of her work with the Department of Human Resources to move the exam process along.

The meeting with Mayor Lee scheduled for February 6 regarding the Exclusive Operating Area was unfortunately postponed and rescheduled for March 5. Chief Hayes-White was hoping to meet with the Mayor before the budget submittal and had expressed her concern about that.

Chief Hayes-White acknowledged Mark Corso and Assistant Deputy Chief Jeff Myers for all of their work preparing the GEMT cost reports to meet the March deadline.

Chief Hayes-White acknowledged Assistant Deputy Chief Ken Lombardi for all of his efforts to help get the word out about the ESER Bond 2 which will be on the June ballot. Under the direction of Chief Lombardi, some members in suppression are attending community meetings to spread the word about the importance of the work that will be funded with passage of the bond. The Fire Department is slated to receive 85 million dollars to continue fire station renovation and 55 million for the water supply.

Chief Hayes-White and several others recently attended an event in support of Mindy Talmadge, who was presented with a humanitarian award by the Council of District Merchants. Mindy was nominated by the Department and was selected to receive the award based on all the good work she has done, particularly for her phenomenal job handling all of the demands from the press in 2013. The Department's Fire Reserves also received an award for their volunteer time and work, and for their commitment and dedication to the department.

Chief Hayes-White welcomed everyone to join her and Department representatives to march in the Chinese New Year Parade on Saturday, February 15. Anyone interested in participating should meet at 2nd and Market Streets at 4:30.

Chief Hayes-White reported sad news regarding the deaths of two active members. She asked President Hardeman to consider adjourning the meeting in their memory. The first member was Lieutenant John Murphy who had been with the department for 25 years and was only 49 years old. Lieutenant Murphy worked at Station 21 and leaves behind his wife

and two children. Firefighter Clyde Watarai, who had been with the department since 1998 and was assigned to the airport since 2005, leaves behind his wife and a 10-year-old son. Lieutenant Murphy's funeral was on Monday, February 10 at St. Monica's Church. Firefighter Watarai's service will be on Friday, February 14 at St. Paul's Church. Both members were diagnosed with cancer. The Department continues its commitment to work with the San Francisco Firefighters Cancer Prevention Foundation to emphasize the very high rate of cancer among firefighters. The Department is doing its best to assist in supporting the Foundation's efforts through cancer screenings. There was a recent bladder cancer screening at the Division of Training. The Department is also starting to look at revamping the practice of wearing the breathing protection gear for a longer period of time during the overhaul phase of a fire. This will soon become a mandate once the Department comes up with a respiratory protection policy.

Chief Hayes-White concluded her report

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

Deputy Chief Gonzales gave his Operations Report covering the period January 8, 2014 through February 11, 2014.

There were four greater alarms during the reporting period. The first was on January 19 at 1750 McAllister Street. The building was a high-rise and a second alarm was pulled as a precaution. The building is an old Housing Authority property which houses many invalid people. The fire was categorized as a room and contents fire which was contained quickly. There were no injuries and the Red Cross was notified for one displaced person. BC Rubenstein was the Incident Commander.

A second alarm fire occurred on January 23 at 1444-1447 Stevenson Street at approximately 6 a.m. Deputy Chief Gonzales responded to this fire as well. The building was an industrial/residential three-story, type five property, and roughly half a city block wide. Two firefighters sustained injuries. One fell ten feet from a lost space in very smoky conditions. The other received a minor leg injury in front of the building. Battalion 2 did an excellent job at this fire. There were early reports of a family missing. Units did an aggressive primary search in heavy smoke and found out that the family had left the building prior to the crews' arrival. Red Cross was notified for 20 displaced adults, one baby, five dogs, two snakes and one bird. The cause of the fire was considered accidental. AC Franklin was the Incident Commander.

Another second alarm occurred on January 31 at 6 p.m. on 1373 Shafter. There was a large amount of fire in the rear of two buildings which could have easily spread. Proficient hose leads and clear communication among the units on scene were key in keeping the fire in check. There were no injuries. Red Cross was notified for two displaced adults. There was minor damage also to the bravo building, and the cause of the fire is undetermined. AC McNaughton was the Incident Commander.

The fourth greater alarm was a second alarm that occurred in the afternoon on February 4 at 310 Walnut Street. There was heavy fire in a light well that spread from the original fire building to the bravo building. Crews made an aggressive attack and a good job keeping the fire to a limited amount of damage. The cause of the fire was accidental. AC Burke was the Incident Commander.

Announcements: MTA is designing a tiller vehicle template to prove that fire department vehicles can navigate the Better Streets projects. They are having difficulties. Fire Marshal Michie Wong has more information on that process.

The Blue Angels will return to be part of the October Fleet Week festivities.

Deputy Chief Gonzales thanked Assistant Deputy Chief Jeff Myers for putting together the event action plan for the upcoming Chinese New Year Parade. The Department will have four gators at the parade site to easily move throughout the crowds for medical responses. There will also be a couple of mini-pumpers in case of trash fires or anything along the parade route.

The Bureau of Fire Prevention is participating in a multi-agency hoarding pilot program. Fire and EMS crews enter into many residential units and sometimes come upon a situation where there are so many things inside a dwelling that it is nearly impossible for members to get through. Last year both Chief Hayes-White and Deputy Chief Gonzales went to the scene of a fire in a hoarding house where two gentlemen had expired. They had a great deal of art and collectibles, but it was nearly impossible to walk through the house, making it a hazardous situation for everyone. Fire Marshal Wong remarked that Prevention is working with the Department of Public Health – Mental Health, Housing and Building Inspection. The pilot program originated in Chicago.

The Bureau of Fire Investigation made four arrests this past month. The Arson unit also responded to the four greater alarms mentioned previously.

EMS Division: Assistant Deputy Chief Myers continues to work on the after-action report for the Flight 214 plane crash. Assistant Deputy Chief Carnes became the team leader for the report group after Chief Velo stepped down.

The EMS field operations guide is still in the final stages. Chief Myers and Deputy Chief Gonzales are conducting a very detailed review and should be done soon.

Support Services:
Ambulances have been ordered and the specifications are at the Office of Contract Administration.

Deputy Chief Gonzales is working with Assistant Deputy Chief Lombardi and Captain Rivera to get two-and-a-half inch pre-connected leads on all the engines.

On Monday, December 30, the Ashbury Tank was drained to undergo repair for the next six months. The Ashbury zone will automatically have the higher pressure from Twin Peaks. Since the Ashbury Tank is the middle tank, during the repair period, pressure will either come from Twin Peaks or Jones Street tanks.

Airport Division activity and response summary for the month of January, 2014 can be found at the back of the Operations Report.

The Department is working on an active shooter program. Captain Dumont the point person, and Assistant Deputy Chief Myers are working with Captain Mannix, Deputy Chief Loftus and Inspector Ed Cota from the San Francisco Police Department. Last year there was an active shooter on Brannan Street. It created a tenuous situation accessing the building to get patients out. The Department wants to make sure that members have the protection of the police in these situations.

Deputy Chief Gonzales has instructed Division 3 Chief Franklin to contact Assistant Deputy Chief Carnes and set up more red cat drills at the Airport.

As previously mentioned by Chief Hayes-White, a policy spearheaded by Deputy Chief Guzman regarding SCBAs is in process and has already been underscored to members in the field. The policy will require members to wear their SCBAs during a fire and throughout overhaul. Chief Franklin implemented that practice during the fire on Stevenson Street. The

Department is also trying to obtain analysis of the chemicals crews are exposed to, and also looking at portable electric fans that will deposit the pressure ventilation to circulate clean air.

Deputy Chief Gonzales will be working with Local 798 President Tom O'Connor on a draft social media policy. Lieutenant Mindy Talmadge will also be involved with that process.

Deputy Chief Gonzales is working with Captain Zanoff on the revision of the alcohol and drug testing policy.

K-9 Search and Rescue dog Angus and Captain Gross were sent to San Jose on Monday, February 10, to assist with a search in a collapsed building. Two other search and rescue dogs participated in the search. The collapse took place in a large warehouse. One of the supporting posts was hit by a forklift, compromising one of the trusses and resulting in a significant collapse. The dogs completed their search and fortunately no one was found in the building.

Deputy Chief Gonzales took the opportunity to acknowledge Stress Unit members John Christy and Dan Griffin, and Chaplain Father Green for the tremendous amount of work they have done for the Department, especially with the recent deaths in the past few weeks.

Deputy Chief Gonzales concluded his report.

There was no public comment on Agenda Item 5.

Vice President Nakajo asked if the Department would adopt any NTSB findings coming out of the Department's After Action Report. Chief Hayes-White stated that she anticipates there will be some recommendations from the After Action Report. The Department will take a look at any recommendations and adopt them if they feel it is warranted.

Vice President Nakajo asked Mr. Corso how realistic is the Department's request for an additional $11 million dollars, and if the money isn't received, will the EMS Division still be able to manage the exclusive operating area. Mr. Corso replied that the meeting with Mayor regarding the EOA is not a financial meeting. It is a policy meeting to see what direction the city wants to move, what options exist and what would be the ramifications of those options.

Commissioner Covington remarked that there was considerable lag time between the submission of the NTSB report and when it was sent to the Commission. She asked if there was a particular reason. Chief Hayes-White replied that the report that went to the NTSB was an attorney-client privileged document. Until the NTSB deemed it a public document and posted it on their website, the Department was not allowed by share it.

Commissioner Evans asked Chief Hayes-White to consider an additional point in the Department's letter that will accompany the budget proposal. She suggested that the request be spelled out that while the requested money is intended to help the Department achieve the 80 percent response, there is a certain amount that just has to get done for the safety and well-being of Station 49. It should not be an all-or-nothing, up-or-down vote. The money is needed just to sustain what we currently have. Chief Hayes-White agreed with Commissioner Evans' suggested language.

4. OPERATING BUDGET – FISCAL YEARS 2014-2015/2015-2016
(continued)

President Hardeman reminded the Commissioners that a vote was needed to approve the Department's budget proposal as submitted. He called for a motion on the item.

Commissioner Covington moved to approve the Department's Operating Budget for Fiscal Years 2014-2015 and 2015-2016 as presented by Mr. Corso. Commissioner Evans seconded and the motion to approve was unanimous.

Chief Hayes-White stated that she and Mr. Corso would work on the budget letters and have them ready for the Commissioners to review on Wednesday, February 19. That would give adequate time to have them signed and ready for submission on February 21.

There was no public comment on the continued Agenda Item 4.

6. FIRE COMMISSION ELECTION OF OFFICERS ***[Action]***

a. Nomination and election of Commission President.
b. Nomination and election of Commission Vice-President.

The Election of Officers was continued.

There was no public comment on Agenda Item 6.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the February 13, 2014 regular meeting

Chief Hayes-White asked that the SFISE presentation be postponed until March.

Commissioner Covington asked President Hardeman if she could agendize a discussion among the Commissioners about updating the agenda format to have a standard time at each meeting for Commissioners to pose questions or voice concerns about things that are not necessarily on the agenda. She noted that this is a standard practice among a number of Commissions in the city and thought it would be a good idea for the Fire Commission to have that item on the agenda.

Vice President Nakajo asked for clarification on the postponement of the election and if it will appear on the next agenda. The Commission Secretary said she would ask for advice from the City Attorney on how to proceed.

Commissioner Evans asked if the Cancer Prevention Foundation could present at a future meeting once the respiratory policy is further along.

President Hardeman asked Deputy Chief Guzman if he could give an update on the fireboat at the next meeting during his Administrative report.

There was no public comment on Agenda Item 7.

8. ADJOURNMENT

President Hardeman adjourned the meeting at 6:30 p.m.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
February 26, 2014 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

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Item No.

1. ROLL CALL

President	Michael Hardeman
Vice President	Stephen A. Nakajo
Commissioner	Andrea Evans
Commissioner	Francee Covington

2. CASE NO. 2013-07: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 2-day suspension for the period December 10/11, 2013. Employee is charged with violation of the Rules and Regulations as follows:

Section 3909 – False Reports
Section 3924 – Disobedience

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
Wednesday, February 26, 2014 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

Commission President Michael Hardeman called the meeting to order at 9:50 a.m.

Item No.
1. ROLL CALL

President	Michael Hardeman	Present
Vice President	Stephen A. Nakajo	Present
Commissioner	Andrea Evans	Present
Commissioner	Francee Covington	Present

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Also Present:
Marie Blits, Deputy City Attorney; Government Team - Counsel to the Commission
Monica Quattrin, Commission Secretary

2. CASE NO. 2013-07: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a 2-day suspension for the period December 10/11, 2013. Employee is charged with violation of the Rules and Regulations as follows:

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a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

1. Public Comment on Agenda Item No. 2, including [if there is a motion or request to go into Closed Session] public comment on whether to go into Closed Session.

2. If there has been a motion or request to go into Closed Session: Vote on whether to hold Closed Session.

There was no general public comment.

Commissioner Covington called for a motion to hold deliberations in Closed Session. Commissioner Evans seconded, and the motion was approved by a unanimous vote of 4-0. (Ayes: Hardeman, Evans, Nakajo, Covington).

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal

The Commission held deliberations in Closed Session.

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a).

The Commission reconvened in Open Session to report action taken.

The Commission Secretary reported these results:

- *The Commission found employee guilty of violating Section 3909 – False Reports and Section 3924 – Disobedience, of the Fire Department's Rules and Regulations, by a unanimous vote of 4-0. (Ayes: Hardeman, Nakajo, Evans, Covington)*
- *The Commission voted to reduce the Department's proposed discipline from a two-day suspension to a written reprimand, by a vote of 3-1. (Ayes: Nakajo, Evans, Covington – Nays: Hardeman)*

Department Counsel shall prepare proposed findings of fact to be served on Employee, Employee's representative, and the Commission by March 17, 2014. Employee may file a response to the proposed findings or propose alternate findings for the Commission's consideration no later than March 21, 2014.

Vice President Nakajo moved to not disclose discussions held in Closed Session. Commissioner Evans seconded. The motion was unanimously approved. (4-0: Hardeman, Evans, Nakajo, Covington).

3. ADJOURNMENT

The meeting adjourned at 11:30 a.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, February 27, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Michael Hardeman
Vice President	Stephen A. Nakajo
Commissioner	Andrea Evans
Commissioner	Francee Covington
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. NEW FIRE COMMISSION AGENDA ITEM *[Discussion and possible action]*

Discussion and possible action to add a recurring item to the Fire Commission agenda.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

5. FIRE COMMISSION ELECTION OF OFFICERS *[Action]*

a. Nomination and election of Commission President.

b. Nomination and election of Commission Vice-President.

6. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the March 13, 2014 regular meeting.

7. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, February 27, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Michael Hardeman called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Michael Hardeman	Present
Commission Vice President	Stephen A. Nakajo	Present
Commissioner	Andrea Evans	Present
Commissioner	Francee Covington	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Raymond Guzman	Deputy Chief – Administration	
ADC s		
Jeff Myers	EMS Division	
Ken Lombardi	Support Service	
Kyle Merkins	Homeland Security	
Dale Carnes	Airport Division	
Michie Wong	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Bryan Rubenstein	Division 2	
Dave Franklin	Division 3	
Staff		
Jesusa Bushong	Department Personnel Officer	

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2. PUBLIC COMMENT

There was no general public comment.

3. NEW FIRE COMMISSION AGENDA ITEM
Discussion and possible action to add a recurring item to the Fire Commission agenda.

President Hardeman welcomed Deputy City Attorney Alicia Cabrera to the meeting. He asked her if she would like to comment on the agenda item. Ms. Cabrera said she would defer to the Commission regarding discussion on the item but would be happy to speak about Brown Act and Sunshine requirements regarding the parameters of discussion.

President Hardeman asked Commissioner Covington to speak about her reason for asking that this item be placed on the agenda. Commissioner Covington proposed that the Commission have a recurring item on every agenda focusing on Commission questions and comments. Commissioner Covington stated that during the overall discussions matters come up that the Commissioners would like to discuss, but there is no place on the agenda to do that. Commissioner Covington said she noticed while watching Channel 26 that there

are other commissions that have such items on their agendas. Commissioner Covington added that it is important that Commissioners not be constrained in any way from looking at the broader picture, and she finds the current agenda format a bit restrictive. Commissioner Covington expressed appreciation to Ms. Cabrera for having the opportunity of a preliminary discussion with her on this matter.

Ms. Alicia Cabrera first said there are a couple of parameters within setting the agenda. The prevailing rule under Sunshine and Brown Act is that items are placed on the agenda for someone of average intelligence, who has no understanding of what the Commission will be discussing during the meeting, will be able to understand what the agenda is about to make the determination whether or not they would like to participate. The agenda is meant to give notice to the public and give them the opportunity to come and comment and hear about Commission business.

Ms. Cabrera explained that there are a couple of items that recur on various agendas throughout the city. One such item is called future agenda items, which gives Commissioners the opportunity to talk about what they would like to see on the agenda. It is also an opportunity to request a report from the Chief or make any other request. It is also a time to make announcements. Any kind of debate, discussion or in-depth dialogue about a particular item is not allowed unless it is on the agenda with an adequate description.

Ms. Cabrera referred the Commissioners to their Rules of Order, specifically Rule 9, which reiterates that each agenda shall specify the time and place of the meeting and contain a meaningful description of the item and the business to be transacted and discussed. Within all the parameters, there is the opportunity to put items on the agenda outside of setting it every single time the Commission meets. Agendas are required to be posted within 72 hours of the meeting. According to the Rules of Order, the President sets the agenda, so at any point in time during those intervening 14 days or more days between Commission meetings, any Commission member can submit a request to the President and have that item placed on the agenda.

Commissioner Covington thanked Ms. Cabrera for reviewing the parameters with her previously. Her follow up question was once the request is made, what are the qualifications for having that matter placed on the agenda. Ms. Cabrera noted that Rule 15 of the Rules of Order states that the President shall set the agenda for the Commission meetings. If that method does not seem to function for the Commission, she suggested revising the Rules of Order to adequately reflect whatever policy the Commission would like to establish for setting agenda items. Under the Brown Act, Commissions can also just call a special meeting for a particular issue or item of importance. There is nothing prohibiting the Commission from doing that.

Commissioner Covington remarked that Ms. Cabrera's clarification was helpful. Vice President Nakajo also expressed appreciation for Ms. Cabrera's explanation.

Commissioner Covington asked Ms. Cabrera who acts as parliamentarian for the Commission. Ms. Cabrera replied that unless the Commission has designated one particular Commissioner to act as a parliamentarian, then it is really up to the Commission to self-govern. It is the policy of the City Attorney's Office not to give advice on parliamentary rules. There are other Commissions who designate one person on the Commission who is very versed in Robert's Rules of Order to act as parliamentarian.

There was no public comment on Agenda Item 3 and there were no comments from the Commission.

4. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White's report covered the period following the February 13, 2014 Commission Meeting.

Budget: The Department's budget was submitted on February 21 in a timely manner. Chief Hayes-White thanked CFO Mark Corso for the phenomenal job he did on the budget. Chief Hayes-White excused Mr. Corso from the meeting this evening for a well-deserved night off to celebrate his daughter's one-year birthday. Chief Hayes-White also thanked the Commissioners for their guidance and support of the budget submission and for co-signing the two letters that accompanied the budget.

One of the letters detailed the Department's request for $11.1 million dollars over and above the current operating budget. Roughly $9.8 million dollars of that request would be for EMS related items including staffing, equipment and an ambulance fleet. Approximately $800,000 would be slated for restoration of staffing some H-6 investigators for the Bureau of Fire Investigation. The Department is basically asking that these defunded positions be restored. Another $300,000 would be allocated to restoring funding for an H-40 Battalion Chief of the Administrative side for research and strategic planning, and a civilian position for recruitment.

The second letter referenced the Department's request to consider increased funding in the capital budget request. Between now and June 1, there will be a great deal of dialogue among the Department, the Mayor's Budget Office and the Controller's Office. The Department will most certainly appear before the Budget and Finance Committee a couple of times prior to the Mayor's budget submission on June 1. When the schedule is set, Chief Hayes-White will give the Commissioners the dates when the Department will go before the Budget and Finance Committee.

Chief Hayes-White spoke about the upcoming meeting with Mayor Lee and his staff regarding the Exclusive Operating Area. As Commissioner Evans has emphasized, the Department is not just requesting the extra money to restore the EOA, but to take care of the current day-to-day deficiencies in the EMS Division. The meeting was rescheduled to March 5 and Chief Hayes-White will report on the outcome.

Earlier in the day Chief Hayes-White appeared before the Government Audit and Oversight Committee. Supervisor London Breed has requested that the Budget and Legislative Analyst perform two more audits, for quick turnaround on this budget process. The audit request focuses on staffing, fleet and equipment deficiencies in the EMS Division, and another part on long-range planning.

Chief Hayes-White reported that Mark Corso assured her that he completed all of the cost reports for the GEMT funding and they will be submitted by the deadline on February 28. The reimbursement period covers EMS calls from January, 2010 to the present.

Assistant Deputy Chief Raemona Williams is off to a great start at the Division Training and working very hard with the current H-2 academy. In week six of the academy, there are presently 47 recruits. There was a resignation due to a personal family emergency. Graduation is set for May 9, and it will most likely be outdoors at the Division of Training.

37 members completed the two-part H-4 Inspectors examination. Chief Hayes-White is looking forward to receiving those results from the Department of Human Resources in the very near future.

Earlier in the week Chief Hayes-White attended an ESER Bond meeting. Chief Hayes-White expects that there will be a presentation for the Fire Commission sometime in April giving an overview on the status of funding for all the ESER 1 projects and what is in store for ESER 2. As Chief Hayes-White previously reported, the ESER 2 Bond will be on the June ballot. $85 million dollars is allocated for improvements to the fire stations and $55 million will be for the AWSS. The total value of the bond package is $400,000,000. Chief Hayes-White acknowledged Assistant Deputy Chief Ken Lombardi and the Division Chiefs for spending their time at community meetings all over the city to provide an overview of what is deficient in the fire stations and how the water supply funding will be used. They have spent many hours advocating for the necessity of the funding.

Chief Hayes-White recently did a walkthrough of the Public Safety Building at Mission Rock and Third Street with Chief Lombardi and Captain Barbero. The original brick building will remain intact with extensive renovation, and will house the Department's Arson Team on the upper floor, and a brand new firehouse, Station 4. Police Department offices currently at the Hall of Justice will also be moving into the building. Station 4 is scheduled to open in late November.

Chief Hayes-White and Deputy Chief Gonzales both responded to the third alarm fire on Jerrold Avenue. The fire was quite spectacular and crews did a phenomenal job under the direction of Incident Commander Battalion Chief Bryan Rubenstein who was in attendance representing Division 2. Chief Hayes-White thanked President Hardeman for coming out to the fire scene. Deputy Chief Gonzales described the fire as very challenging. The fire broke out at an auto repair shop but was successfully contained to that facility. Fortunately, there were no civilian or firefighter injuries.

The Department participated in the Chinese New Year Parade on Saturday, February 15. There was a great turnout and Chief Hayes-White expressed her appreciation to the members of the Asian Firefighters Association for their enthusiastic organization. Following the march, there was a group photo session at Station 13, followed by dinner at a nearby restaurant. Some members of the fire reserve also participated.

Chief Hayes-White invited the Commissioners to participate in the St. Patrick's Day Parade on Saturday, March 15, and promised to send out more information on that event as the time gets closer.

Chief Hayes-White concluded her report to speak about the results from a survey related to ESER Bonds 1 and 2. In December of 2013, a sample of likely voters was taken on different aspects of the ESER bonds. The questionnaire asked for favorable or unfavorable ratings. The Fire Department received the top rating of 92 percent, which is even higher than the survey taken in 2010. Chief Hayes-White remarked that these results are truly an indication of how the community values the Fire Department and sees the need for improvements to the facilities and the water supply system. Chief Hayes-White stated that she would have copies available for the Commissioners if they are interested.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Deputy Chief Raymond Guzman gave the Administrative Report for the month of February, 2014.

Support Services: Assistant Deputy Chief Ken Lombardi and his staff continue management of the ESER projects. By the end of the month, all of the roof replacements at 15 stations should be complete. Four of sixteen exterior projects are now complete and the remainder should be complete by mid-year. Two of the five emergency generator projects are near completion and the remaining three are anticipated to be in contract within the next couple of months. Once the work at Stations 36 and 44 are complete, Station 16 will be demolished and rebuilt, and the same will be done with Station 5. Ninety nine percent of Station 4's exterior is complete. Mechanical, electrical and plumbing system installations are in process. The Department hopes to occupy the building by the end of this year.

The Department has hired a journeyman pattern maker in the ladder shop to replace the journeyman that retired in June 2013 from the central shops. Efforts are concentrated on building a new supply of ladders for Truck 4.

On January 3, Crimson Fire apparatus was awarded a contract for six aerial trucks. The Department hopes to receive the first two by January 2015. Crimson currently has ten engines in production. The Department anticipates receiving the first six in the April/May timeframe.

The Office of Contract Administration has all the necessary documentation for the ten new ambulances. The ambulances are expected to arrive in the fall of 2014.

Division of Training: Assistant Deputy Chief Raemona Williams has hit the ground running with the 116th recruit class. The class originally started with 48, and is down to 47 after one resignation. Graduation is scheduled for Friday, May 9. Deputy Chief Guzman acknowledged and congratulated Acting Lieutenants Ernesto Carrillo, James Connor and Justin Morneau for helping out with the 116th recruit academy. Module 3 begins at the Treasure Island Training Facility. Captain Cavellini and his staff, Acting Lieutenants Pat Shea, James Mellberg and Lieutenant Reed are doing a great job at the Training Facility. There has been a good deal of new construction on the Department's fire modules at TI giving it a new look.

Homeland Security: Last week, Assistant Deputy Chief Kyle Merkins participated in a regional terrorism exercise in Oakland. Some of the scenarios included terrorist events on an Amtrak passenger train, and some active shooter and explosion-type events.

Chief Merkins also worked closely with Assistant Deputy Chief Myers on the Chinese New Year's Parade event action plan. Both Chiefs are now working on the event action plan for the St. Patrick's Day parade.

Last week the Department took delivery of a brand new 30-foot North River Rescue boat. The vessel was secured from a 2010 Port Security Grant for the sum of $250,000. The boat is currently at Central Shops for processing and will be in service within the next few weeks. Deputy Chief Guzman welcomed the Commissioners to take a ride on the new boat.

Division of Finance: Deputy Chief Guzman acknowledged CFO Mark Corso for his hard work on the budget which was submitted successfully on February 21 with Commission approval. There will be numerous rounds of discussion with the City Hall before the Mayor submits his budget on June 1.

Investigative Services Bureau: Acting Captain Jeff Turnquist conducted 32 random alcohol and drug tests during the reporting period. All tests had negative results.

Deputy Chief Guzman concluded his report.

Vice President Nakajo took the opportunity to congratulate Chief Hayes-White on her upcoming birthday.

Commissioner Evans asked Deputy Chief Guzman about the newly acquired boat and its purpose. Chief Guzman replied that the Department currently has a older 25-foot boat manned by Station 16. The boat is kept in a berth at Marina Harbormaster. The newly-acquired boat Chief Merkins was able to secure is 30 feet long and has an enclosed cabin. Chief Merkins traveled to North River in Oregon a few weeks ago for sea trials, and the boat performed very well. It is just another asset the Department will have out in the bay.

Commissioner Covington asked Deputy City Attorney Alicia Cabrera for some guidelines on how the Commissioners might be able to advocate for the upcoming ESER Bond 2. Deputy City Attorney Cabrera explained that in general, and as a body, Commissioners should not be involved in advocating for one side or the other. Commissioners are more than welcome to discuss what is on the ballot if there was a conversation about it. She recommended that the Commissioners not lead the public to believe that the Commission has taken a position on a particular matter. Deputy City Attorney Cabrera said that it is fine for a Commissioner to have a personal opinion, and to use his or her position for public identification. A Commissioner must never lead any member of the public to believe that he or she is speaking on behalf of the Commission.

President Hardeman took a moment to comment on the fire scene he went to on Jerrold Avenue. He commended all of the crews who worked hard and promptly attacked the building on all four sides. President Hardeman remarked that he had never seen a fire with that many angles, and the work was amazing.

President Nakajo asked Chief Lombardi if Stations 16 and 5 will be architecturally designed through city and county resources. Chief Lombardi replied affirmatively that nearly one hundred percent of the documentation for the design phase of Station 16 has been done by city architects. After much lobbying, the Department brought in other architects who have actually built fire stations throughout the country, to evaluate and make corrections where necessary to what the city architects have done.

There was no public comment on Agenda Item 4.

5. FIRE COMMISSION ELECTION OF OFFICERS

a. Nomination and election of Commission President.

President Hardeman called for nominations for Commission President. Commissioner Evans nominated Vice President Nakajo for President. Commissioner Covington seconded and the nomination for Commission President was unanimously approved.

b. Nomination and election of Commission Vice President

President Hardeman called for nominations for Commission President. Commissioner Covington nominated Commissioner Evans for Vice President. Vice President Nakajo seconded and the nomination for Commission Vice President was unanimously approved.

Commissioner Hardeman took a moment to say that his year as Commission President was a fascinating experience. He said it was quite an honor to serve and he will miss being called Mr. President by Chief Hayes-White, the Deputy Chiefs, Command Staff and all the other members.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the March 13, 2014 regular meeting

- SFISE will most likely give a program update.
- Assistant Deputy Chief Raemona Williams will make a presentation on the Division of Training

There was no public comment on Agenda Item 6.

7. ADJOURNMENT

President Hardeman adjourned the meeting at 6:20 p.m. in the honor and memory of Lieutenant Ken Brodie.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Monday, March 13, 2014 – 2:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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Item No.

1. ROLL CALL

President	Michael Hardeman
Vice President	Stephen A. Nakajo
Commissioner	Andrea Evans
Commissioner	Francee Covington

2. CASE NO. 2013-01: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a four-day suspension for the period March 16 through 19, 2013. Employee was charged with violation of the Rules and Regulations as follows:

Section 3207 – Protective Equipment
Section 3919 – Proper Behavior
Section 3924 – Disobedience
Section 3925 – Insubordination

On October 28, 2013, by a vote of 3-1, the Commission voted to reduce the proposed discipline of a four-day suspension to a three-day suspension.

The following charges were sustained: Section 3919 – Proper Behavior; Section 3924 –Disobedience.

The following charges were not sustained: Section 3207 – Protective Equipment; Section 3925 – Insubordination

The Commission is now considering proposed findings of fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Monday, March 13, 2014 – 2:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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MAR – 7 2014

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Item No.
1. ROLL CALL

President	Michael Hardeman
Vice President	Stephen A. Nakajo
Commissioner	Andrea Evans
Commissioner	Francee Covington

2. CASE NO. 2013-02: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a four-day suspension for the period April 16 through 19, 2013. Employee was charged with violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3925 – Insubordination
Memorandum CD2-98-25 – Policy Regarding Animals on Department Property

On December 12, 2013, by a vote of 3-1, the Commission voted to reduce the proposed discipline of a four-day suspension to a two-day suspension.

The following charges were sustained: Section 3919 – Proper Behavior.

The following charges were not sustained: Section 3925 – Insubordination, and Memorandum CD2-98-25 – Policy Regarding Animals on Department Property.

The Commission is now considering proposed findings of fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, March 13, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes

a. Minutes from the Regular meeting on January 23, 2014.

b. Minutes from the Regular Meeting on February 13, 2014.

c. Minutes from the Special Meeting on February 26, 2014.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

5. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the March 27, 2014 regular meeting.

6. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, March 13, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Stephen Nakajo called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Stephen A. Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Raymond Guzman	Deputy Chief – Administration	
ADC s		
Jeff Myers	EMS Division	
Ken Lombardi	Support Services	
Kyle Merkins	Homeland Security	
Dale Carnes	Airport Division	
Lt. Sofia Mathews	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Art Kenney	Division 2	
Matthew McNaughton	Division 3	
Staff		
Mark Corso	Chief Financial Officer	
Dr. Clement Yeh	EMS Medical Director	

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2. PUBLIC COMMENT

There was no general public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes

a. Minutes from the Regular meeting on January 23, 2014.

Commissioner Hardeman moved to adopt the minutes from the Regular Meeting on January 23, 2014. Commissioner Evans seconded and the motion to adopt was unanimous.

b. Minutes from the Regular Meeting on February 13, 2014.

Commissioner Evans moved to adopt the minutes from the Regular Meeting on February 13, 2014. Commissioner Hardeman seconded and the motion to adopt was unanimous.

c. Minutes from the Special Meeting on February 26, 2014.

Commissioner Evans moved to adopt the minutes from the Special Meeting on February 26, 2014. Commissioner Hardeman seconded and the motion to adopt was unanimous.

There was no public comment on Agenda Item 3.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White's report covered the period following the Commission meeting on February 27, 2014.

Budget: Chief Hayes-White thanked CFO Mark Corso for his timely submission of the Department's budget on February 21. She also thanked the Commissioners for co-signing two letters that accompanied the budget submission. The first letter related to the capital budget request, which gave a more realistic picture of all of the Department's deferrals over the course of the year. The second letter was a request for an additional $11 million dollars to the baseline operating budget for three different functions of the Department. The bulk of the request is for the EMS Division to address current deficiencies and to also meet the 80 percent goal for the Exclusive Operating Area. Another $800,000 was requested for restoration of three defunded H-6 investigator positions in the Bureau of Fire Investigation. Lastly, approximately $300,000 was requested to restore a defunded Battalion Chief position to work on planning and research, and also fund a civilian recruiter position. Chief Hayes-White has yet to hear back from the Mayor's Office or the Budget and Finance Committee, but she and Mr. Corso expect to be asked sometime in April to go before the Budget and Finance Committee to give an overview of their submission. Many changes can occur up until the Mayor needs to submit his budget on June 1.

At the recent request from Supervisor London Breed, auditors from the Budget and Legislative Analyst's office have been asked to look at additional detailed information related to the makeup of the Department's EMS Division, staffing, fleet and overall operations. Due to the tight timeframe of the request, the Department has been working cooperatively with the Budget and Legislative Analyst's office. Supervisor Breed has asked that this be analyzed for the Budget and Finance Committee in time for the budget season meetings. The Budget Analyst should have the report ready by May for Department review. From there it will go before the Budget and Finance Committee and also the Government Audit and Oversight Committee where Supervisor Breed sits as the Chair. Numerous requests center on response times, call volume and the effectiveness of operations from the EMS Division's perspective. Chief Hayes-White has designated Mark Corso to be the project manager and liaison on this assignment.

The Meeting with Mayor Lee and staff regarding the Exclusive Operating Area took place on March 5. Chief Hayes-White was accompanied by Deputy Chief Mark Gonzales, Assistant Deputy Chief Jeff Myers, Dr. Clement Yeh and CFO Mark Corso. Anne Kronenberg and other personnel from the Department of Emergency also attended. The meeting lasted approximately 45 minutes, a relatively long meeting with the Mayor considering his busy schedule.

Chief Hayes-White stated that they were able to fully describe the Department's needs, and the input from key Department members was very helpful. It was Dr. Yeh's very first meeting with Mayor Lee, and since he is the Medical Director for both the Fire Department and the Department of Emergency Management, as well as a practicing ER physician at San

Francisco General Hospital, he was able to give a unique perspective. Chief Hayes-White explained that the funding request was emphasized as an investment in the EMS Division, something the Department felt strongly about. As there was some concern about the city exceeding its 28,000 employee mark, Kate Howard, the Mayor's Budget Director and Analyst asked for additional information. The Department's explanation was that this is for 42 additional employees over the course of years. Dr. Yeh pointed out that the Department and related agencies are concerned that as the population increases, so will the call volume, and currently everyone is just making sure weekend nights are adequately covered.

Mr. Corso is in discussions with the budget office regarding the additional information. He hopes to get something concrete to them no later than March 17. Chief Hayes-White noted that the Department of Emergency Management is responsible for reporting call volume and pertinent information to the state. She asked Anne Kronenberg for that information as well. DEM's goal is to submit that report to the state by early April.

Chief Hayes-White reported that Mr. Corso was able to meet the deadline to submit the GEMT cost reports. The Department is looking forward to finally receiving reimbursement from the new program.

Assistant Deputy Chief Raemona Williams and her training staff are doing an outstanding job with the new curriculum for the H-2 Academy at the Division of Training. At this time, 45 recruits remain in the Academy, and graduation is scheduled for May 9. A request was made at a previous meeting for a presentation from the Division of Training related to curriculum and activities. Chief Hayes-White remarked that Chief Williams will be able to present at the meeting on March 27.

The H-4 Inspectors exam is still in the scoring and evaluation process. Chief Hayes-White is hoping to have those results very soon and make appointments to the four positions. It is very possible that an additional two positions may be filled as a result of the call volume and increased workload.

Chief Hayes-White suggested that April may be a good time to have a presentation on the ESER Bonds 1 and 2. The Department will be able to give more updated information on current projects and what is in store for ESER 2.

Chief Hayes-White reported that she received notice from the Mayor's Office that the fifth Commissioner, Ken Cleaveland, was sworn in on Friday, March 7. Commissioner Cleaveland will attend his first meeting on March 27.

Chief Hayes-White reported that the Commission Secretary will be retiring. The position was posted on March 7 and will close on March 21. To date 67 online applications have been filed. President Nakajo and Vice President Evans will be involved in parts of the screening process. Chief Hayes-White assured the Commissioners that a qualified replacement will be found for the Commission Secretary who has done a good job.

Chief Hayes-White welcomed the Commissioners to join the Department to march in the St. Patrick's Day parade on Saturday, March 15 at 11:30.

Chief Hayes-White took at moment to acknowledge Deputy Chief Guzman and particularly Assistant Deputy Chief Ken Lombardi for ably handling a situation that occurred over at the Treasure Island facility. Station 48 has provided fire protection on Treasure Island since the late 90s. The island was decommissioned from the Navy, so it was an inherited facility. There have been some concerns related to mold, and the Department has made a lot of Band-Aid solutions removing carpet and addressing the most immediate concerns. A decision was made to have a more thorough analysis of the property. An inspection was performed and on Thursday, March 6, the results were received. The report pointed to high levels of mold in some areas of the station. A collective decision was made to move the members out to protect

their health and safety based on that report. Almost the whole weekend was spent on the move. Chief Hayes-White went to Treasure Island on Saturday to speak with the members. Deputy Chief Gonzales went over on Sunday and Chief Lombardi has been there every day since the report was received. The temporary solution was to move all members from Station 48 two blocks away to the Treasure Island training facility. The facility is a school and not working firehouse. It is certainly not as comfortable as the station, but it was the right decision to make. On Monday, March 10, Department members met with Treasure Island Development Authority Director, Miriam Saez and her two deputies to talk about solutions. Presently, there are no other good options except the training facility. The Department will do a bit more analysis, but is headed in the direction of acquiring trailer type facilities, temporary structures that can be left in place for eight to ten years. Chief Hayes-White asked Chief Lombardi to give greater detail to the situation.

Chief Lombardi explained that in less than 24 hours from receiving the report, members were moved out. The training facility is not an ideal living situation, but at least the members' health is not at risk. There are separate locker rooms for men and women which they did not have at Station 48. There were some issues with hot water on the first night only. Their dormitory is a classroom, and the kitchen is not as large but it is still functional. They have all of their basic needs – it is just not a firehouse. Trailers appear to be the best option but they will have to be custom made. Typical trailers house offices. These trailers need bathrooms, showers and kitchens, adequate to house eleven members every day. Chief Lombardi noted that every building on the island has been looked at, and there is nothing better than the training facility. Many buildings are boarded up or else already occupied by tenants. Chief Hayes-White thanked Chief Lombardi for the update.

In conclusion, Chief Hayes-White took the opportunity to acknowledge everyone for the great work that was done on Tuesday, March 11, the evening of the fifth alarm fire at 4th Street and China Basin. Chief Hayes-White noted that the Incident Commander for that fire, Assistant Chief Matt McNaughton was present representing Division 3. Chief Hayes-White would later ask Chief McNaughton to give his personal overview during the Operations Report. Chief Hayes-White remarked that she was amazed that members were able to keep the fire contained to the building of origin. When Chief Hayes-White came on scene the fire had just gone to a fifth alarm. The heat was so intense that windows blew out and the sprinkler system was activated in the building across the street.

Chief Hayes-White was most grateful that there were no civilian injuries. Two members received minor injuries and were treated and released within an hour of arriving at the hospital. Deputy Chief Guzman and Assistant Deputy Chief Merkins opened up the Department's Operations Center on the second floor of headquarters and worked from that location. Personnel at the Department of Emergency Communications were working hard to manage the resources. The good training members received was put to use and everyone on scene did a great job. Chief Hayes-White stated that everyone was grateful that wind conditions were mild at the time of the fire and didn't increase until later in the night. It would have been a very different situation otherwise. Chief Hayes-White acknowledged Deputy Chief Gonzales who was present for the duration of the fire. She also acknowledged Chief Lombardi for making sure that both the domestic water supply and high pressure system were both used, and Chief Williams who worked as the Department's safety officer at the scene. Units are still in place keeping a close watch.

Chief Hayes-White concluded her report. President Nakajo asked Deputy Chief Mark Gonzales to proceed with his report to be followed by any questions from the Commission.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

Deputy Chief Gonzales gave his Operations Report for the period February 12 through March 11, 2014.

There were three greater alarms during the reporting period.

The first was a second alarm in one single unit at a high rise by Lake Merced on Cambon Drive. It is a standard operating procedure to pull a second alarm whenever there is a fire in a high-rise building. Crews did a good job under the direction of Incident Commander Franklin. The cause of the fire was accidental.

The second fire was a third alarm which occurred at a taxi repair shop on Jerrold Avenue. The fire was large and called for seven ladder trucks. The Jones Street tank was used from the auxiliary water supply. The cause of the fire is under investigation. The Incident Commander was Acting Assistant Chief Bryan Rubenstein.

Deputy Chief Gonzales went into great detail for the fifth alarm fire on March 11 in China Basin. He first explained that the fire consumed a large type-1 construction structure that was concrete and non-combustible on the bottom two floors. The remaining floors upward were lightweight construction type-5 unprotected wood, which is why the fire spread so quickly.

Deputy Chief Gonzales presented a slide show and gave a brief narrative on the many different views of the fire building and how crews worked. He asked Assistant Chief McNaughton, Incident Commander at the fire, to give an overview of what transpired.

Chief McNaughton explained that on arrival at the fire, he was able to tell immediately because of the type of construction, that it would be a fast moving fire. As with fires of great magnitude, the standard practice would be to attack it. Because the building was still under construction, it did not have the active or passive fire protection features, so the attack had to be set up from one position. Consistent with the ICS in California and all adopted practices in the nation, objectives were set to prioritize life safety first. It was a vacant building, but it was possible some workers might have still been there. Rescue Squad 1 immediately entered the building and was able to give some situation status about the fire from the inside. More importantly, their purpose up to that area was clearing and eliminating any life hazard from the building. Later the number one life hazard priority increased as the magnitude of the fire increased and the radiant heat was hitting the building on the delta exposure, or east side of 4th Street.

Fortunately, a good number of Command Staff responded at that time. Deputy Chief Guzman had some subordinate units who went in and took control of the life safety in that building under his command until he could take a greater role in the ICS logistics and greatly assist at that point.

As the fire continued to rapidly grow, they increased the alarm to get the resources needed to attack. The primary goal was getting some exterior fighting with great amounts of water to attack the fuel that was burning rapidly. Chief Lombardi played an important role on the logistics end with Deputy Chief Guzman highlighting the high pressure hydrants with the systems that were in place, and utilizing a couple of them that had never been used before. The brand new hydrants were used and mixed with low pressure water supplies to create a system that was able to deliver water and reduction of BTUs at all times without any interruption. The situation status was always changing and as Chief Hayes-White approached on 4th Street, she was able to provide great information. Deputy Chief Gonzales basically assumed another command role on the north end of this building because of the amount of fire that spread there by the time a fourth alarm as pulled. Fifth alarm assignments were rolled in and they had the necessary resources to go ahead and surround the fire and get it into place.

While the fire was escalating, exposures became a problem. Deputy Chief Guzman assured Chief McNaughton that evacuation was appropriate in the occupied building to the left. There were some difficulties with some construction workers on the roof, making the life safety there somewhat tenuous. Deputy Chief Gonzales was able to communicate with the workers who stayed there.

Deputy Chief Gonzales and Chief McNaughton went through the slides explaining the strategies of protecting the neighboring buildings and maintaining the water curtains around the fire building. Chief McNaughton remarked that his only other comment was to commend the women and men of the Department who never cease to amaze him with their courage and tenacity to fight these types of fires. Currently the status of the building is debris removal. There is still a fire presence for the hot spots that do come up, but there are very few right now. Vehicle traffic on 4th Street is expected to open up on Friday, March 14 as soon as companies clear out. Chief McNaughton thanked the assisting agencies: the Police Department under the direction of Commander Garrity, the PUC, and the Red Cross who assisted the Department and the citizens living in the area. He also acknowledged Deputy Chief Guzman who assisted with no less than four dogs that from the area.

Deputy Chief Gonzales echoed Chief McNaughton's comments and commended all the members and commanding officers for doing a fabulous job.

The Commissioners commended Chief McNaughton and the Command staff for all of their outstanding work at the China Basin fire. They led a round of applause from all in attendance.

Deputy Chief Gonzales introduced Battalion Chief Bill Storti, who is stationed at the Department of Emergency Communications. He asked Chief Storti to give a quick presentation on response times.

Chief Stori first explained that there are many different regulatory agencies who request response times or report them to the Department, and all have slightly different requirements. This means that the Department will receive, for example, three different sets of numbers.

Chief Storti displayed a slide on first unit response times. The information on the left side is how internal Planning and Research reports the information to Chief Hayes-White, Deputy Chief Gonzales and Deputy Chief Guzman. The information on the right side is the way the state EMSA wants the information. The difference is in the way the Department responds. For example, if a call starts as a Code 3 response and it ends as a Code 3 response, that is a Code 3 call, meaning driving with lights and sirens. Many calls start as a Code 2 response, which is driving with the flow of traffic. Then, either the DEM gets more information or the engine gets on scene and upgrades it to a Code 3 response. The Department does not count that call as a Code 3 because crews spent possibly ten minutes responding as a Code 2, but the state counts that as Code 3. This accounts for the largest difference in the numbers and the reason why the Department's 531 responses measure 539 with the state.

The second slide indicated the Department's internal method of measuring the percentage of time it takes to make a call. This also serves to indicate how many calls the Department is missing. Citywide, the Department makes 87 percent of its 68,000 calls within five minutes. This leaves approximately 2,000 calls that need response time improvement in order to hit the goal of 90 percent. The two tables represent the manner in which the Department records its data for Initial Code 3, Final Code 3, and the way the state EMSA reports it.

The third slide displayed recorded response times entered into the GIS system to provide a geographical layout. The picture represents how busy the city really is. The lighter color indicates fewer calls and the darker colors indicate more calls. Geographically, downtown Stations 1 and 3 are very busy. Chief Storti stated that he explained to the auditors

that there are calls all throughout the city. There are spots that are much busier than others, but resources have to be spread out to make sure that the response times can be made everywhere.

The last slide was put together to show the Exclusive Operating Area of the market share. The areas of the city where the Department is at 80 percent market share are indicated in dark blue. The areas below 80 percent market share are light blue or green. When this data is presented to Chief Hayes-White, she can make decisions or adopt recommended strategies to increase the Department's operating percentage.

The final slide breaks the data out in several different formats: by engine areas, by census districts, and by response districts. Looking at the data in different ways helps figure out the best strategy to present to the Chief and the Mayor's office.

The Commissioners thanked Chief Storti for the information. Commissioner Covington asked Chief Storti for copies of his slides with the inclusion of some information in the column headers.

Deputy Chief Gonzales concluded his report and offered to answer questions.

President Nakajo called for questions on the Chief's Report and the Operations Report.

Commissioner Covington asked Chief Hayes-White if she had any ideas about the budgeting process for acquiring a suitable place for the members of Station 48. Chief Hayes-White replied that this very subject was a large part of the discussions she had earlier in the week with the Director of the Treasure Island Development Authority. The situation with the mold and alternate space is not something that TIDA has anticipated or can cover. The question remains whether it will come from general fund money. The Mayor's office is aware of the Department's decision to move members out and the temporary living space. The Department and TIDA will collectively seek funding for the solution.

Commissioner Hardeman asked Deputy Chief Guzman if the pumping capacity of the new fireboat is different compared to what the Department already has. Assistant Deputy Chief Merkins explained that the fireboat Guardian pumps 24,000 gallons a minute, but is currently dried out. The fireboat Phoenix pumps 9600 gallons a minute, and the new boat will pump between 15,000 and 20,000 gallons per minute.

Commissioner Evans asked Chief Lombardi if there was any chance of fixing Station 48 so that the members can return. Chief Lombardi replied that they are not at the point of being able to make that decision. The building is very old so the walls and flooring need to be pulled out, and then they will most likely have to deal with gutting any asbestos. They will come to a decision when they have an estimate for what it will cost to repair a building that is not a good building to start with.

President Nakajo asked Chief Hayes-White if the Department has received approval to select the upcoming August class from the current list. Chief Hayes-White explained that the Department has not received written approval but she is planning on it. The new hiring process through Continuous Testing, which was presented to the Fire Commission last year, has not yet been defined for the Fire Department. The Police Department has started using it, and DHR is in the very early stages of putting together a job announcement, requirements, and all of the other components, along with how the process will work. Chief Hayes-White stated that the new process will most likely not be in place in a timely fashion to pick the class for August.

There was no public comment on Agenda Item 4.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING

Discussion regarding agenda for the March 27, 2014 regular meeting

- Presentation from the Division of Training.

SFISE has made a request to present at the April 10 meeting.

President Nakajo announced that the Commission will make a recommendation at the April 10 meeting to discuss amending the Fire Commission Rules Governing Discipline at the following meeting. Following the recommendation, a 15-day notice will be posted so that the item can be discussed on April 24.

There was no public comment on Agenda Item 5.

6. ADJOURNMENT

President Hardeman adjourned the meeting at 6:30 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, March 27, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular meeting on February 27, 2014.

b. Minutes from the Regular Meeting on March 13, 2014.

4. REPORT FROM THE DIVISION OF TRAINING *[Discussion]*

Assistant Deputy Chief Raemona Williams will report on the curriculum and activities at the Division of Training.

CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

5. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the April 10, 2014 regular meeting.

6. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, March 27, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Stephen A. Nakajo called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Stephen A. Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC s

Jeff Myers	EMS Division
Ken Lombardi	Support Service
Kyle Merkins	Homeland Security
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training

Assistant Chiefs

Art Kenney	Division 2
Charles Crane	Division 3

Staff

Jesusa Bushong	Department Personnel Officer
Mark Corso	CFO
Clement Yeh	EMS Medical Director

2. PUBLIC COMMENT

There was no general public comment.

3. APPROVAL OF MINUTES

Discussion and possible action to adopt minutes from the Regular Meeting on February 27, 2014 and March 13, 2014.

President Nakajo welcomed new Commissioner Ken Cleaveland to the meeting.

President Nakajo moved to adopt the minutes from the Regular Meeting on February 27, 2014. Commissioner Covington seconded and the motion to adopt was unanimous by the members present 5-0. (Ayes: Nakajo, Evans, Hardeman, Covington, Cleaveland).

Vice-President Evans requested a change to the draft meeting minutes for March 13, 2014. She requested that the reported Fire Station on page 7, second paragraph from the bottom be changed from Station 28 to 48. With the correction, Vice-President Evans moved to adopt the minutes from the Regular Meeting on March 13, 2014. Commissioner Cleaveland

seconded and the motion to adopt was unanimous by the members present 5-0. (Ayes: Nakajo, Evans, Hardeman, Covington, Cleaveland).

There was no public comment on Agenda Item 3.

4. REPORT FROM THE DIVISION OF TRAINING

Chief Hayes-White introduced Assistant Deputy Chief (ADC) Raemona Williams, who prepared a presentation on the curriculum and the activities of the Department of Training. In addition to her role as Assistant Deputy Chief of the Division of Training, Raemona Williams also serves as the Department's Safety Officer and as the liaison between Cal/ OSHA and the San Francisco Fire Department.

ADC Williams briefed the Commissioners on her Division's activities, including NERT, In-Service Training, Special Projects, the Recruit Academy, The Fire Reserves and the EMS Section.

ADC Williams invited the Commissioners to attend the April 12th, 2014 City-Wide NERT drill at Sanchez Elementary School.

ADC Williams offered a tour of the Training Facility to the Commissioners.

ADC Williams invited the Commissioners to attend the Promotional Ceremony for the Fire Reserves at 7pm on March 27, 2014.

President Nakajo thanked ADC Williams for the presentation, and opened the discussion to questions from the Commissioners.

Commissioner Hardeman thanked ADC Williams for the work she is doing.

Commissioner Cleaveland asked ADC Williams if the Department includes diversity training as part of the curriculum. Chief Hayes-White deferred the question to Jesusa Bushong. Ms. Bushong explained that all City employees undergo basic Equal Employment Opportunity (EEO) Policy training and are familiarized with complaint procedures during orientation. She added that the EEO policy includes a discussion of LGBT and other protected categories. Furthermore, diversity training is included with all promotional positions to Officers and above in order to emphasize their specific responsibilities as leaders. Finally, she added that all employees undergo Harassment Training every two years as part of a requirement of a California Assembly Bill.

President Nakajo asked for clarification to the EMS training offering by the Department. Chief Hayes-White deferred the question to ADC Jeff Myers. ADC Myers explained that 75% of the SFFD H-3 Level 1 (EMT) positions are held by licensed paramedics. The courses held at the Division of Training are for current paramedic–licensed EMTs when they are promoted to H-3 Level 2 (Paramedic). The training is only for currently licensed Paramedics as a refresher and assessment of their knowledge and skills of advanced life-support.

President Nakajo asked ADC Myers for the staffing numbers of H-3 Level 1s and 2s. ADC Myers explained that the Department currently has 95 Level II Paramedics and 65 Level I EMTs. Of the 65 EMTs, 58 are licensed Paramedics. The Department is asking for an additional 42 personnel, which would bump up existing EMTs into paramedic slots which would be back-filled with additional hires of EMTs. President Nakajo asked how the Department currently backfills the EMTs. ADC Myers explained that the Department uses a Civil Service eligibility list which runs for 3 years with a possible additional 1 year extension. The current list includes 175 eligible applicants and expires in approximately one year.

Vice President Evans inquired about the number of women remaining in the current academy class since the class numbers have dropped from 48 to 41. ADC Williams responded that there are 2 women left in the class. Vice President Evans requested a new chart of how gender and ethnicity are represented in the remained of the class.

President Nakajo requested a more in-depth presentation on the Fire Reserves at a later date.

5. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White's report covered the period following the March 13, 2014 Commission Meeting.

Chief Hayes-White commenced the report by welcoming Commissioner Ken Cleaveland. She then asked Fire Department staff to introduce themselves briefly to the new Commissioner.

Chief Hayes-White announced the retirement of the Fire Commission Secretary, Monica Quattrin, and introduced her temporary replacement. Chief Hayes-White announced a celebration of Ms. Quattrin's service to the Department would be held at 2:00pm the following day.

President Nakajo announced that Vice President Evans, on behalf of the Fire Commission, would be presenting Ms. Quattrin with a Resolution. Vice-President Evans read the Certificate of Honor from the Mayor's office of the City and County of San Francisco. Ms. Quattrin thanked the room.

Chief Hayes-White reported that SFFD is tentatively scheduled to go before the Finance Committee on June 18th and June 25th. Chief Hayes-White explained that there could be a potential conflict with her schedule on June 25th, 2014, because of the NTSB hearing, but that she would keep the Commission apprised of the situation. Chief Hayes-White explained that she is expecting the Budget & Finance Committee to request a presentation summary of the submitted budget sometime in April, although nothing has been calendared.

Chief Hayes-White recounted an earlier meeting with the Mayor related to an infusion of approximately 10 million dollars into the EMS Division. She reported that the Mayor's Office had not yet responded to the request, and that the Department has offered two additional options which include a phased approach; one at a six-month interval, and another at a twelve month interval. Additionally, the Department asked for an additional 1.1 or 1.2 million dollars to restore positions in the Bureau of Fire Prevention as well as a previously-defunded H-40 Battalion Chief and a new civilian recruiting position.

Chief Hayes-White reported that the Department has submitted the cost reports for the Ground Emergency Medical transport (GEMT) reimbursement, and is currently awaiting the reimbursement.

Chief Hayes-White reported that the H-4 list for Fire Inspectors has been processed and should be adopted shortly. Once it is adopted, the Department plans on promoting four people off of the list as well as a few more acting H-4 positions.

Chief Hayes-White brought the Commission up to date in regards to the probationary class, which has reduced from 48 to 41 members. She reported that there will be an August class off the current eligible list, which expires in April. After August, the Department is adopting

the National Testing Network Model (NTN). Chief Hayes-White predicted that the new model should be adopted within the Department by summer or fall of 2014.

Chief Hayes-White briefed the Commissioners on the status of Fire Station 48. The station was evacuated and the members were relocated and temporarily stationed at the Treasure Island Training Facility. She acknowledged Chief Lombardi and his team for their responsiveness to the members in making the facility as comfortable as possible during the transition. She continued that the solution for Station 48 will ultimately be a General Fund item, and that the Department is working closely with the Treasure Island Development Authority.

Chief Lombardi reported that a new Fire Station is slated to be built as part of a redevelopment plan, which won't likely be completed until 2021. After researching various options, it is likely that Fire Station 48 will need to be temporarily housed in a modular structure until the new Station can be built.

Chief Hayes-White reported that she will be attending NTSB hearing with Airport Director John Martin. The Hearing is tentatively scheduled for June 25th.

Chief Hayes White reported that Local 798, in conjunction with the San Francisco Firefighters Cancer Prevention Foundation hosted a press event on March 26th, 2014. Mayor Lee and Supervisor David Chiu, as well as many of the people in the room attended to bring light to the fact that roughly 232 of our firefighters, both active and retired, have died from cancer in a 14 year period of time. The press event was followed by a screening of Toxic Hot Seat, a 90 minute documentary about the toxic nature of flame retardant in furnishings.

Chief Hayes-White concluded her report by asking President Nakajo to adjourn the meeting in honor of the memory of Lieutenant Ed Walsh and Firefighter Michael Kennedy, Boston firefighters who lost their lives in the line of duty.

President Nakajo opened the floor for questions from the Commissioners. Vice-President Evans inquired about the application fee of $40 for new applicants using the NTN model. Chief Hayes-White responded that the fee would be stand, and that a certain amount of funds would be set-aside in the Department of Human Resources for hardship.

Commissioner Covington requested a viewing of Toxic Hot Seat at a later Commission Meeting.

Commissioner Cleaveland asked for further clarification in regards to the EMS supplemental budget. CFO Mark Corso elaborated, and explained that a phased approach might not be ideal because of State compliance issues. In order to maintain the exclusive operating right for ambulances in the City of San Francisco, the Department must maintain an 80%-90% market share. At the same time, the call volume has increased by 20% and the department is struggling to maintain those numbers. Maintaining compliance will require a significant, immediate investment.

Commissioner Cleaveland asked for an overview of ambulance deployment procedures in the Department. Chief Myers explained the "dynamically deployed" system to the Commissioner. Commissioner Cleaveland asked how deficient on ambulances the Department is on any given day. Chief Myers responded that the Department is generally short 7-10 ambulances.

President Nakajo encouraged Commissioner Cleaveland to do a ride-along at Fire Station 49.

Chief Hayes-White concluded her report.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Deputy Chief Raymond Guzman gave the Administrative Report for the month of March, 2014.

Support Services: Deputy Chief Raymond Guzman reported that Assistant Deputy Chief Ken Lombardi and his staff continue management of the Station 48 relocation project, as well as of the ESER Bond projects. Deputy Chief Guzman presented a brief overview of the ESER Bond for the new commissioner.

Apparatus: Deputy Chief Guzman reported that the Department is awaiting delivery on the first of 10 new engines form Crimson Fire Apparatus in the next month, with the remainder to follow by the end of spring.

Training: Deputy Chief Guzman reiterated that the academy class is down from 48 to 41 recruits, and that the graduation is date for the 116th academy is going to be held on May 9th, 2014.

Homeland Security: Deputy Chief Guzman reported that Assistant Deputy Chief Kyle Merkins is busy working with the Lawrence Livermore Laboratory, the US Department of Energy and UASI on the development of the Red-Nuke Detection Program. He has also been attending a tsunami functional exercise at DEM the week on March 24th, 2014.

Members of Station 16 are receiving training on a new 30 foot North River Rescue Boat. The boat should be operational in a matter of weeks.

Investigative Services: Deputy Chief Guzman reported that Captain Jeff Turnquist conducted 32 random drug and alcohol tests. All were negative.

Deputy Chief Guzman concluded his report.

There was no public comment on Agenda Item 4.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the April 10, 2014 regular meeting

- SFISE will give a program update.
- Commissioner Cleaveland requested a presentation regarding outreach and recruitment to the community. President Nakajo requested a presentation regarding the new NTN model of developing an eligible list for firefighters. Chief Hayes-White offered to coordinate a presentation from the Department of Human Resources combining the two requests, tentatively scheduled for April 24th, 2014.
- President Nakajo requested an update from Dr. Terrazas in the Physician's office on April 24th, 2014.

There was no public comment on Agenda Item 6.

7. ADJOURNMENT

President Nakajo adjourned the meeting at 6:20 p.m. in honor and memory of those firefighters in Boston, Lieutenant Ed Walsh and Firefighter Michael Kennedy.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, April 10, 2014, 1:00 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- *[Discussion and Possible Action]*

Interviews with selected applicants for the Fire Commission Secretary position: deliberations and possible action to make an offer of employment or take other action. The meeting may be held in closed session pursuant to Government Code §54957(b) and San Francisco Administrative Code §67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including any comment pertaining to the Fire Commission Secretary appointment/hiring or whether to hold the meeting in closed session.

B. Vote on whether to hold the meeting in closed session. [Action]

C. Interviews and deliberations to make an offer of employment or take other action (in open or closed session, per the Commission's vote). [Discussion and Possible Action]

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. [Action]

3. ADJOURNMENT

14-04-14P12:31 RCVD

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Minutes

Thursday, April 10, 2014, 10:00am

698 Second Street, Room 221, San Francisco, California 94107

President Nakajo called the meeting to order at 1:05 PM.

1. On **ROLL CALL,** the following were present

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman (delayed)
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

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APR 28 2014

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Also Present
Jesusa Bushong, Director of Human Resources

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- *Interview of Candidates*

Meeting to interview selected candidates for the position of Fire Commission Secretary. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

a. PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEM; POSSIBLE CLOSED SESSION

1. Public Comment on Agenda Item No. 2, including, if there is a motion to invoke privilege to go into Closed Session; public comment on whether to go into Closed Session.

President Nakajo called for public comment. No one came forward. Commissioner Nakajo closed public comment.

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to conduct interviews.

Commissioner Covington Moved for Closed Session and Commissioner Cleaveland Seconded. The Motion was unanimously approved 4-0 (Nakajo, Evans, Covington, Cleaveland). The Commission went into closed session discussions. Commissioner Hardeman did not vote on this motion.

b. INTERVIEW CANDIDATES

The Interviews were held in Closed Session.

c. IF CLOSED SESSION IS HELD, RECONVENE IN OPEN SESSION

The Commission reconvened in Open Session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

Commissioner Nakajo reported that the Commission had conducted interviews in Closed Session and would be holding a second interview on April 16, 2014 at 10:00 am.

(2) Vote to elect whether to disclose any or all closed session discussions.

Commissioner Evans Moved to not disclose any discussion held in closed session and Commissioner Cleaveland Seconded. The Motion was unanimously approved by those present 4-0 (Nakajo, Evans, Covington, Cleaveland).Commissioner Hardeman did not participate in the vote.

3. ADJOURNMENT

The meeting was adjourned at approximately 3:00 pm.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, April 10, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PRESENTATION AND UPDATE: San Francisco Firefighters in Safety Education ***[Discussion]***

Presentation by members of SFFISE (San Francisco Firefighters in Safety Education), a program providing important safety information to school children in San Francisco.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

5. REPORT FROM OPERATIONS *[Discussion]*

Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

5. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the April 24, 2014 regular meeting.

6. ADJOURNMENT

14-10-14P01:20 RCVD

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SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, April 10, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Stephen A. Nakajo called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Stephen A. Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
ADC s	
Jeff Myers	EMS Division
Ken Lombardi	Support Service
Kyle Merkins	Homeland Security
Dale Carnes	Airport Division
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Art Kenney	Division 2
Charles Crane	Division 3
Staff	
Mark Corso	CFO
Clement Yeh	EMS Medical Director

2. PUBLIC COMMENT
President Nakajo called for public comment. One person approached.

Michael DeLane, Captain, Fire Station 48, spoke about the situation on Treasure Island and at the Training School.

3. PRESENTATION & UPDATE, SAN FRANCISCO FIREFIGHTERS IN SAFETY

Chief Hayes-White introduced the program, which provides important safety information, education and training to school children in San Francisco.

Chief Hayes-White invited the program coordinators, Firefighter Dewayne Eckerdt (Station 5) and Daniel Chacon (Alisa Ann Rusch Burn Foundation), to come forward to present.

Mister Chacon gave a short lecture on the history of the Foundation. He also described Champ Camp, the world's largest camp for burn-injured children.

The San Francisco Firefighters in Safety Education program teaches fire safety to nearly ten thousand children every year.

Powerpoint Presentation and discussion ensued, with Commissioners asking questions and Firefighter Eckert and Mister Chacon responding.

Chief Hayes-White was very complimentary towards Firefighter Eckert and Mister Chacon and the good work they do for the children of San Francisco.

4. CHIEF OF DEPARTMENT'S REPORT

Chief Hayes-White welcomed Ms Jessica Kennedy, a member of the Division of Support Services staff who was filling in as Commission Secretary, following the retirement of Commission Secretary Monica Quattrin.

Chief Hayes-White invited Assistant Deputy Chief Ken Lombardi to approach and address the Commission.

Chief Lombardi spoke about the situation on Treasure Island, and future plans for the Fire Station.

Commissioner Cleveland asked about the safety of the firefighters currently housed in the Fire School, and the cost to establish a more permanent fire station.

Discussion ensued with Commissioners asking questions and Assistant Deputy Chief Lombardi responding.

Chief Hayes-White continued her report. She noted that the Department will present its proposed budget on April 23rd, 2014, and the Mayor will submit his balanced budget on June 1st. The Fire Department is scheduled to appear before the Budget and Finance Committee on June 18th and again on June 25th.

Chief Hayes-White thanked the Commission for its support of the Fireboat grant project. Fireboats Phoenix and Guardian are aging and a new Fireboat is necessary. The anticipated delivery date of the new vessel is August, 2015.

Chief Hayes-White invited Chief Finance Officer Mark Corso to approach and address the Commission.

CFO Corso spoke about the Fireboat grant process, the matching funds requirement and the complexity of the construction project.

Discussion ensued with Commissioners asking questions and CFO Corso responding.

There will be a Special Meeting of the Fire Commission on Wednesday, April 16th, 2014, to discuss the Fireboat project.

Chief Hayes-White continued her report. The 116th Recruit class is underway, they are in Week Twelve. There are currently forty-one (41) members in the class. Graduation date is May 9th, 2014, at the Division of Training.

Chief Hayes-White reported that all of the ESER I projects are on track.

Chief Hayes-White reported that she will accompany Airport Director John Martin to Washington DC, to attend the National Transportation Safety Board's hearing regarding the Asiana crash. The hearing is scheduled for June 24th.

Chief Hayes-White complimented Lieutenant Erica Arteseros and all of the NERT instructors. She estimated 20,000 San Francisco citizens and residents have been trained in emergency procedures. There is a NERT drill planned for Saturday, April 12th.

On Friday, April 18th, the Department will be commemorating the 108th anniversary of the 1906 earthquake. Chief Hayes-White noted that we celebrate the resolve and the resilience of the City, and we take that opportunity to educate the public about the importance of preparedness.

Chief Hayes-White commended the firefighters who fought the Mission Bay fire.

Chief Hayes-White also commended 17-year old Tony Barbero, son of Captain Joe Barbero, who risked his life to save others off Ocean Beach on April 9th, 2014.

President Nakajo called for public comment on The Chief's report. One person approached.

Gregory Buralovo is a resident of San Francisco and a candidate on the H-2 list. Mister Buralovo spoke about the hiring process.

Commissioner Covington asked about the federal funding for the new Fireboat. Chief Hayes-White replied that the Department has received 7.6 million dollars towards the project, and the Department is expected to provide 25% in matching funds; roughly 2.5 million dollars.

Discussion ensued regarding The Chief's report, with Commissioners asking questions and Chief Hayes-White and her staff responding.

Chief Hayes-White concluded her report.

4. REPORT FROM OPERATIONS

Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

Chief Hayes-White invited Deputy Chief Gonzales to approach and give the Operations report.

Chief Gonzales reported that there had been a Second Alarm fire at 25 Castillo Street. There had been one civilian fatality and six civilian injuries. The cause of the fire was considered accidental. Chief Gonzales commended the members on the scene and the firefighters from Daly City, Brisbane, and South San Francisco who also responded to that fire.

Chief Gonzales reported that, on March 28th, 2014, at 1192 Market Street, Engine 3 and Medic 92, administered life-saving treatment to a person suffering from a very rapid heart rate. The patient was transported to CPMC and has since been discharged.

Chief Gonzales commended Assistant Deputy Chief Raemona Williams and her training staff on the Module 3 training curriculum.

Chief Gonzales noted that the budget analyst's audit of the EMS Division is ongoing. Discussion ensued with Commissioners asking questions and Deputy Chief Gonzales responding.

Chief Gonzales concluded his report.

There was no public comment on Agenda Item 4.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the April 10, 2014 regular meeting

Commissioners requested an update on the K-9 program

Commissioners requested an update on the activities of the Arson Squad

President Nakajo thanked everyone for their participation, with special call out to Deputy City Attorney Alicia Cabrera and Ms. Jessica Kennedy.

There was no public comment on Agenda Item 5.

7. ADJOURNMENT

President Nakajo concluded the meeting at approximately 6:20pm.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Wednesday, April 16, 2014, 9:00 AM
698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. APPROVAL OF RESOLUTION FOR PORT SECURITY GRANT FOR NEW FIREBOAT
[Discussion and Possible Action]

Discussion and possible action to approve Resolution recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend 2013 FEMA Port Security Grant Program funding in the amount of $7,608,000.00 to purchase a new Fire Boat for the Department.

Public comment on all matters pertaining to Agenda Item 2

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Wednesday, April 16– 9:00 a.m.
698 Second Street, Room 102

President Stephen A. Nakajo called the meeting to order at 9:00 AM.

1. ROLL CALL

Commission President	Stephen A. Nakajo	Present
Commission Vice President	Andrea Evans	Excused
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Deputy Chief of Department (representing Chief of Department)	Mark Gonzales	Present

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Staff
Mark Corso — Chief Financial Officer

2. APPROVAL OF RESOLUTION FOR PORT SECURITY GRANT FOR NEW FIREBOAT

Discussion and possible action to approve the resolution recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend 2013 FEMA Port Security Grant program funding in the amount of $7,000,608 to purchase a new fireboat for the department

Deputy Chief Gonzales invited Chief Financial Officer Mark Corso to approach and address the Commission.

CFO Corso gave a short background presentation on the FEMA Grant process for the Fireboat. He noted that the current Grant was awarded in 2013, and will add a third Fireboat to the Department's current pair.

CFO Corso noted that the current fireboats are over fifty-five years old, but are kept in excellent working conditions by the Department's Marine Pilots and Marine Engineers.

CFO Corso added that the fireboats respond to many types of emergencies on the bay. The boats are actually a major component of the High Pressure and Auxiliary Water Supply System.

CFO Corso noted the grant funding received was in the amount of $7,608,000.00. The matching portion of the grant comes out to approximately $2,500,000.00.

CFO Corso stated that the Office of Contract Administration is handling the bidding and purchase of the vessel, not the Fire Department.

CFO Corso pointed out the time-sensitive nature of the presentation to the Board of Supervisors and the furtherance of the project. The grant has an expiration date of August of 2015.

Discussion ensued with the Commissioners asking questions and CFO Corso responding.

Commissioner Hardeman asked about the matching funds. CFO Corso stated that the Department cannot use any other federal money to make up the $2,500,000 matching funds. The match must come through the City's General Fund or through donations.

Commissioner Covington asked about any plans to retire one of the current fireboats. CFO Corso stated that point had been raised in conversation but that the plans for the new Station 35 included berthing for all three vessels.

Commissioner Cleveland asked about any discussions with the Warriors. CFO Corso stated that the Chief of Department and the Mayor's Office are exploring all options.

Commissioner Covington Moved to adopt the Resolution to Accept and Expend grant Funding and to forward that Resolution to the Board of Supervisors. Commissioner Cleveland Seconded. All were in Favor. There were no Nays.

Commission President Nakajo thanked CFO Corso and Acting Commission Secretary Kennedy for their time and assistance.

Commission President adjourned the meeting at approximately 9:30 AM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Wednesday, April 16, 2014, 10:00 AM
698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.
1. ROLL CALL

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- *[Discussion and Possible Action]*

Interviews with selected applicants for the Fire Commission Secretary position: deliberations and possible action to make an offer of employment or take other action. The meeting may be held in closed session pursuant to Government Code §54957(b) and San Francisco Administrative Code §67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including any comment pertaining to the Fire Commission Secretary appointment/hiring or whether to hold the meeting in closed session.

B. Vote on whether to hold the meeting in closed session. [Action]

C. Interviews and deliberations to make an offer of employment or take other action (in open or closed session, per the Commission's vote). [Discussion and Possible Action]

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. [Action]

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Wednesday, April 16, 2014, 10:00 AM
698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- *[Discussion and Possible Action]*

Interviews with selected applicants for the Fire Commission Secretary position: deliberations and possible action to make an offer of employment or take other action. The meeting may be held in closed session pursuant to Government Code §54957(b) and San Francisco Administrative Code §67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including any comment pertaining to the Fire Commission Secretary appointment/hiring or whether to hold the meeting in closed session.

B. Vote on whether to hold the meeting in closed session. [Action]

C. Interviews and deliberations to make an offer of employment or take other action (in open or closed session, per the Commission's vote). [Discussion and Possible Action]

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. [Action]

3. ADJOURNMENT

CANCEL

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Thursday, April 17, 2014, 10:00 AM
698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.
1. ROLL CALL

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- ***[Discussion and Possible Action]***

Interviews with selected applicants for the Fire Commission Secretary position: deliberations and possible action to make an offer of employment or take other action. The meeting may be held in closed session pursuant to Government Code §54957(b) and San Francisco Administrative Code §67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including any comment pertaining to the Fire Commission Secretary appointment/hiring or whether to hold the meeting in closed session.

B. Vote on whether to hold the meeting in closed session. [Action]

C. Interviews and deliberations to make an offer of employment or take other action (in open or closed session, per the Commission's vote). [Discussion and Possible Action]

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. [Action]

3. ADJOURNMENT

04-11-14P04:03 RCVD

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Minutes

Thursday, April 17, 2014, 10:00am

698 Second Street, Room 221, San Francisco, California 94107

President Nakajo called the meeting to order at 10:00 AM.

1. On **ROLL CALL,** the following were present

President	Stephen Nakajo
Vice President	Andrea Evans (excused)
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

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Also Present
Jesusa Bushong, Director of Human Resources

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- *Interview of Candidates*

Meeting to interview selected candidates for the position of Fire Commission Secretary. This item may be heard in Closed Session pursuant to Government Code §54956.9(a) and San Francisco Administrative Code §67.10(d).

a. PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEM; POSSIBLE CLOSED SESSION

1. Public Comment on Agenda Item No. 2, including, if there is a motion to invoke privilege to go into Closed Session; public comment on whether to go into Closed Session.

President Nakajo called for public comment. No one came forward. Commissioner Nakajo closed public comment.

2. If there has been a motion to go into Closed Session: Vote on whether to hold Closed Session to conduct interviews.

Commissioner Covington Moved for Closed Session and Commissioner Cleaveland Seconded. The Motion was unanimously approved 4-0 (Nakajo, Hardeman, Covington, Cleaveland). The Commission went into closed session discussions.

b. INTERVIEW CANDIDATES

The Interviews were held in Closed Session.

c. IF CLOSED SESSION IS HELD, RECONVENE IN OPEN SESSION

The Commission reconvened in Open Session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

Commissioner Nakajo reported that the Commission had conducted interviews in Closed Session.

(2) Vote to elect whether to disclose any or all closed session discussions.

Commissioner Covington Moved to not disclose any discussion held in closed session and Commissioner Cleaveland Seconded. The Motion was unanimously approved by those present 4-0 (Nakajo, Hardeman, Covington, Cleaveland).

3. ADJOURNMENT

The meeting was adjourned at approximately 11:15 AM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Monday, April 21, 2014, 2:00pm

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- *[Discussion and Possible Action]*

Interviews with selected applicants for the Fire Commission Secretary position: deliberations and possible action to make an offer of employment or take other action. The meeting may be held in closed session pursuant to Government Code §54957(b) and San Francisco Administrative Code §67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including any comment pertaining to the Fire Commission Secretary appointment/hiring or whether to hold the meeting in closed session.

B. Vote on whether to hold the meeting in closed session. [Action]

C. Interviews and deliberations to make an offer of employment or take other action (in open or closed session, per the Commission's vote). [Discussion and Possible Action]

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. [Action]

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Tuesday, April 22, 2014, 2:00pm

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. PUBLIC EMPLOYEE APPOINTMENT/HIRING: CLASS 1454 - FIRE COMMISSION SECRETARY- *[Discussion and Possible Action]*

Interviews with selected applicants for the Fire Commission Secretary position: deliberations and possible action to make an offer of employment or take other action. The meeting may be held in closed session pursuant to Government Code §54957(b) and San Francisco Administrative Code §67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including any comment pertaining to the Fire Commission Secretary appointment/hiring or whether to hold the meeting in closed session.

B. Vote on whether to hold the meeting in closed session. [Action]

C. Interviews and deliberations to make an offer of employment or take other action (in open or closed session, per the Commission's vote). [Discussion and Possible Action]

D. If closed session is held, reconvene in open session.

(1) Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4).

(2) Vote to elect whether to disclose any or all closed session discussions. [Action]

3. ADJOURNMENT

CANCEL

04-17-14P04:01 RCVD

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, April 24, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

04-18-14P03:22 RCVD

GOVERNMENT
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APR 18 2014

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular meeting on March 27, 2014.

b. Minutes from the Regular Meeting on April 10, 2014.

c. Minutes from the Special Meeting on April 10, 2014.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM ADMINISTRATION
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

5. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the May 8, 2014 regular meeting.

6. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

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SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, April 24, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Steven Nakajo called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Steven Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Excused
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Excused
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC s

Jeff Meyers	EMS Division
Ken Lombardi - Excused	Support Service
Kyle Merkins - Excused	Homeland Security
Dale Carnes	Airport Division
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training

Assistant Chiefs

Art Kenney	Division 2
Thomas Siragusa	Division 3

Staff

Jesusa Bushong	Department Personnel Officer
Mark Corso - Excused	CFO
Clement Yeh - Excused	EMS Medical Director

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2. PUBLIC COMMENT

One person approached to make public comment. Mr. Willy Robert spoke about the Department's EMS and paramedic response and billing practices.

3. APPROVAL OF MINUTES

Discussion and possible action to adopt minutes from the Regular Meeting on March 27, 2014 and from the Regular Meeting of April 10, 2014 and from the Special Meeting of April 10, 2014

Commissioner Covington noted that the Minutes of March 27, 2014, be amended to reflect that Commissioner Evans did not read the Resolution out loud, rather, she read the Certificate of Honor out loud. Commissioner Covington Moved to approve the Minutes as submitted. Commissioner Evans Seconded, with the provision of correcting that detail in the Minutes.

The motion to adopt the Minutes of the March 27, 2014, Regular Meeting was unanimous by the members present 3-0. (Ayes: Nakajo, Evans, Covington)

Commissioner Covington Moved to approve the Minutes of the April 10, 2014, Regular Meeting as submitted. Commissioner Evans Seconded.

The motion to adopt the Minutes of the April 10, 2014, Regular Meeting was unanimous by the members present 3-0. (Ayes: Nakajo, Evans, Covington)

Commissioner Covington Moved to approve the Minutes of the April 10, 2014, Special Meeting as submitted. Commissioner Evans Seconded.

The motion to adopt the Minutes of the April 10, 2014, Special Meeting was unanimous by the members present 3-0. (Ayes: Nakajo, Evans, Covington)

There was no public comment on Agenda Item 3.

4. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White noted that she, Deputy Chief Guzman and Chief Finance Officer Mark Corso appeared before the Budget and Finance Committee on April 23rd. On topic was the extra funding being requested by the Department for the EMS Division and other administrative functions. Also discussed was the new H-2 hiring program and the status of the Department's vehicle fleet. Further discussion included the meeting with Supervisor Wiener in regards to pedestrian safety and dimensions of the Department's apparatus. She also touched upon the Portable Water Supply System and the great benefit it would be to have additional resources related to PWSS.

Chief Hayes-White gave an update on the DHR new testing process which has been adopted and has gotten good feedback from the SFPD pertaining to the testing process.

Chief Hayes-White stated the final NTSB hearing is scheduled for June 24th pertaining to the Asiana incident. She will be traveling to Washington D.C. with Deputy Chief Carnes and Airport Director John Martin on June 16th to discuss transit related issues and specifically the Asiana incident prior to the final NTSB hearing. Deputy Chief Carnes will attend the final NTSB hearing.

Future meetings are scheduled for June 18th and June 25th before the Budget and Finance Committee.

Chief Hayes-White reported that the current recruit class (116th) is on track to graduate on May 9th, 2014. Ceremonies will be held at the Division of Training, 19th and Folsom Streets.

Chief Hayes-White reported on the April 12th, 2014, NERT drill. The Chief was very complimentary towards NERT Coordinator, Lieutenant Erica Arteseros.

Chief Hayes-White reported on the activities of April 18th, which commemorate the 1906 earthquake every year and discussed a series of earthquake events that took place

Chief Hayes-White discussed the Cherry Blossom Parade and commended Deputy Chief Guzman, Chief Merkin and Chief Wong for attending.

Chief Hayes-White briefly touched upon continuing to advocate the access needed to get to emergencies in a timely and safe fashion. She expressed her concerns on the opposition as it pertains to new housing projects in the area of the Hunter's Point/Candlestick Park neighborhoods and the need for additional fire stations in that area. She spoke about new construction and narrowing roadways and the challenges faced by the Department in

maneuvering apparatus and equipment through the changing cityscape.

Chief Hayes-White gave an update on her attendance at the Commission on the Status of Woman meeting and is proud to report the SFFD has the highest percentage of women in uniform of large metro sized departments. Also in attendance at the meeting were Commissioner Francee Covington, Assistant Deputy Chief Raemona Williams, Assistant Deputy Chief/Fire Marshal Michie Wong and Department Personnel Officer Jesusa Beshong.

Chief Hayes-White noted that the Department and Local 798 will be hosting the California Fire Olympics during the third week of July.

Chief Hayes-White spoke briefly about the developments of the Warriors decision to purchase land near the Transbay Terminal building where they plan to build a new stadium instead of at Pier 22 1/2. She discussed how this change will affect the plans of replacing the dilapidated fire station at Pier 22 1/2 but has gotten support and assurances from the Mayor's Office that they will assist in this endeavor.

Chief Hayes-White concluded her report.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Deputy Chief Raymond Guzman gave the Administrative Report for the month of April, 2014.

Support Services: Deputy Chief Raymond Guzman reported that Assistant Deputy Chief Ken Lombardi and his staff continue management of the Station 48 relocation project, as well as of the ESER Bond projects. He explained that the Public Safety Building and Station 4 are on schedule with a projected move in date sometime the end of the year and Station 36 project is on schedule.

Apparatus: Deputy Chief Guzman reported that the Department has taken delivery of the first two (out of ten) Fire Engines. Six Ladder Trucks are currently under construction.

Training: Deputy Chief Guzman noted that the 116th Academy class is in the fourteenth week of the sixteen week curriculum. The class is currently at 39 recruits. Module 3 – Forcible Entry – is ongoing. He mentioned the NERT drill at Everett Middle School on April 12 and DOC conducted a mock earthquake scenario.

Deputy Chief Guzman talked about the fire boat, the 7.6 million dollars received from the Port Security grant and the match that comes from the City in the sum of 2.5 million which is awaiting approval from the Board of Supervisors.

Deputy Chief Guzman concluded his report.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and Deputy Chief Guzman responding. Chief Guzman explained that "props" are big heavy duty steel framed doors that you can force open without breaking and ruining the frame.

Chief Guzman and Chief Hayes-White talked briefly regarding old engines. It was discussed that if they were broken down, they retire them or donate them to City College to help with their program. If the engines are in working condition, they get passed down to other engine companies in the City. Chief Guzman stated he didn't see any of them going out of service.

Questions and answers ensued regarding current and future academy classes and retirements that affect attrition.

Commissioner Evans asked for an update on Station 48 and Chief Hayes-White said that once the budget was approved and funding available for the project, she would be able to address the issue in greater detail.

Chief Hayes-White answered questions regarding relocation of residents on Treasure Island and how that would affect the SFFD and she replied as long as the Department is responsible to that island we have to have fire protection out there.

Chief Hayes-White specified that she anticipates funding for the Ground Emergency Medical Transport before the end of the fiscal year.

There was no public comment on Agenda Item 4.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the May 8, 2014 regular meeting

- Department Physician, Dr. Terrazas to give presentation?
- Arson Squad presentation?
- Report from the Cancer Committee?
- Update on Lenart?
- Firefighters Larry Yup and Michael Day will give a presentation on the upcoming California Firefighter Olympics

There was no public comment on Agenda Item 6.

7. ADJOURNMENT

Commissioner Covington moved to adjourn the meeting. Commissioner Evans seconded. All were in favor. There were no nays. President Nakajo adjourned the meeting at approximately 5:30 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Thursday, May 8, 2014 – 2:30PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

04-25-14P01:45 RCVD

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2013-01: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a four-day suspension. Employee was charged with violation of the Rules and Regulations as follows:

Section 3207 – Protective Equipment
Section 3919 – Proper Behavior
Section 3924 – Disobedience
Section 3925 – Insubordination

The following charges were sustained: Section 3919 – Proper Behavior; Section 3924 –Disobedience.

The following charges were not sustained: Section 3207 – Protective Equipment; Section 3925 – Insubordination

On October 28, 2013, the Commission voted to reduce the proposed discipline of a four-day suspension to a three-day suspension.

The Commission is now considering proposed findings of fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
Thursday, May 8, 2014 – 2:30PM
698 Second Street, Room 221, San Francisco, CA 94107

Item No.
1. ROLL CALL

Commission President	Stephen A. Nakajo	Present
Commission Vice President	Andrea Evans	Excused
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Excused

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Also Present:
Marie Blits, Deputy City Attorney – Government Team: Counsel to the Commission

2. CASE NO. 2013-01: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

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Section 3207 – Protective Equipment
Section 3919 – Proper Behavior
Section 3924 – Disobedience
Section 3925 – Insubordination

The following charges were sustained: Section 3919 – Proper Behavior; Section 3924 –Disobedience.

The following charges were not sustained: Section 3207 – Protective Equipment; Section 3925 – Insubordination

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Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

Keith Baraka spoke regarding Findings of Fact.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

President Nakajo called for a motion to vote on closed session. Commissioner Covington so moved and Commissioner Hardeman seconded and the motion was approved by a unanimous vote of 3-0. (Ayes: Hardeman, Covington, Nakajo).

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission held deliberations in Closed Session.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

The Commission reconvened in Open Session to report action taken.

The Commission Secretary reported these results:

- *The Commission has adopted the findings as prepared according to Commission instructions by a vote of three to zero and instructed the Secretary to transmit those findings to the parties in accordance with usual practice.*

President Nakajo called for a motion to Not Disclose discussions held in Closed Session. Commissioner Hardeman so moved, Commissioner Covington seconded. The motion was unanimously approved. (3-0: Hardeman, Evans, Nakajo)

3. ADJOURNMENT

The meeting adjourned at approximately 3:00 p.m.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Thursday, May 8, 2014 – 2:30PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

04-25-14P01:44 RCVD

GOVERNMENT DOCUMENTS DEPT

APR 25 2014

SAN FRANCISCO PUBLIC LIBRARY

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2013-02: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a four-day suspension. Employee was charged with violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3925 – Insubordination
Memorandum CD2-98-25 – Policy Regarding Animals on Department Property

The following charges were sustained: Section 3919 – Proper Behavior.

The following charges were not sustained: Section 3925 – Insubordination, and Memorandum CD2-98-25 – Policy Regarding Animals on Department Property.

On December 12, 2013, the Commission voted to reduce the proposed discipline of a four-day suspension to a two-day suspension.

The Commission is now considering proposed findings of fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

GOVERNMENT DOCUMENTS DEPT

MAY - 7 2014

SAN FRANCISCO PUBLIC LIBRARY

FIRE COMMISSION SPECIAL MEETING
Thursday, May 8, 2014 – 2:30PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

CANCEL

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2013-02: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a four-day suspension. Employee was charged with violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3925 – Insubordination
Memorandum CD2-98-25 – Policy Regarding Animals on Department Property

The following charges were sustained: Section 3919 – Proper Behavior.

The following charges were not sustained: Section 3925 – Insubordination, and Memorandum CD2-98-25 – Policy Regarding Animals on Department Property.

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The Commission is now considering proposed findings of fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

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Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

CANCEL

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, May 8th, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

05-02-14P02:10 RCVD

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MAY - 2 2014

SAN FRANCISCO PUBLIC LIBRARY

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Special meeting on Wednesday, April 16, 2014.

b. Minutes from the Special Meeting on Thursday, April 17, 2014.

c. Minutes from the Regular Meeting on April 24, 2014.

4. PRESENTATION FROM THE CALIFORNIA FIREFIGHTER'S OLYMPICS *[Discussion]*

Coordinators from the California Firefighter's Olympics will give a presentation regarding the 2014 summer Olympics, scheduled to be hosted in San Francisco July 19th through July 25th, 2014.

5. REPORT FROM DEPARTMENT PHYSICIAN *[Discussion]*

Dr. Ramon Terrazas will give the Commission an update from the Office of the Department Physican.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the May 22, 2014 regular meeting.

8. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, May 8, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Stephen A. Nakajo called the meeting to order at 4:08 PM.

1. ROLL CALL

Commission President	Stephen A. Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
ADC s	
Jeff Myers	EMS Division
Ken Lombardi	Support Service
Kyle Merkins	Homeland Security
Dale Carnes	Airport Division
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Burke	Division 2
Lorrie Kalos (Acting)	Division 3
Staff	
Mark Corso	CFO
Clement Yeh	EMS Medical Director

2. PUBLIC COMMENT
President Nakajo called for public comment. One person approached.

Dustin Landivar spoke about his experience at the 116th academy.

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3. APPROVAL OF MINUTES
Discussion and possible action to adopt meeting minutes.

a. Minutes from the Special Meeting on April 16, 2014

Commissioner Hardeman moved to adopt the minutes from the Special Meeting on April 16, 2014. Commission Cleaveland seconded and the motion to approve was unanimous.

b. Minutes from the Special Meeting on April 17, 2014

Commissioner Hardeman moved to adopt the minutes from the Special Meeting on April 17, 2014. Commissioner Cleaveland seconded and the motion to adopt was unanimous.

c. Minutes from Regular Meeting on April 24, 2014

President Nakajo requested a continuance to next Commission meeting to adopt Regular Minutes of April 24th, to make additions and amendments.

There was no public comment on Agenda Item 3.

4. PRESENTATION FROM THE CALIFORNIA FIREFIGHTER'S OLYMPICS

Chief Hayes-White welcomed Lieutenant Mike Day and Firefighter Larry Yup to present an overview of the SFFD hosting the California Firefighter Olympics (CFO) scheduled for the third week in July. FF Yup presented a brief history about the CFO and that it started in 1972 and was hosted by SFFD. Lt. Day talked about the competitive events and how it would attract upwards of 3,000 competitors and their families and the event will take place at various venues from July 19th through the 25th. He extended an invitation to the Commissioners to participate and stated everyone is welcome.

Commissioner Cleaveland asked about the budget.

Lt. Day explained their initial budget was $15,000.00 but is growing. They are counting on fundraisers and sponsorships. They will be collecting registration fees from participants and any proceeds left over will benefit the SF Firefighters Toy Program. There will be no funding from the SFFD.

Commissioners expressed their support for the event and thanked them for stepping up and taking the time to oversee the event.

Chief Hayes-White will have Commission Secretary provide schedule and times of events and details where every venue is.

5. REPORT FROM DEPARTMENT PHYSICIAN

Chief Hayes-White welcomed Dr. Ramon Terrazas, the Department Physician and invited him to conduct his presentation.

President Nakajo welcomed the Doctor and thanked him for coming and being part of the discussion.

Dr. Terrazas spoke about the structure of the Office of the Department Physician and reviewed the Mission Statement, which is to help protect the health and safety of the members of the SFFD and to advise members of the department with regard to their health, fitness, and suitability for duty. He further explained the duties of the Department Physician and the types of services available, including evaluating candidates and members to identify medical conditions that could affect their ability to respond to emergency situations, forensic drug and alcohol screening, as well as examinations for promotional and probationary members. He went into detail on health check examinations, federally mandated hearing testing and their role in return to work and fitness for duty evaluations. Dr. Terrazas concluded his presentation informing the Commission that as resources are limited they are operating within a very fiscally challenging environment and opened the discussion to questions.

The Commissioners thanked Dr. Terrazas. Commissioner Cleaveland inquired about the budget. Dr. Terrazas explained that it is just under $3,000,000.00 and to accomplish most of the functions on his wish list and provide an annual heath check on all members, $5,000,000.00 would be more realistic.

Commissioner Covington followed up with questions on the definitions of temporary disability. Dr. Terrazas explained it's outlined in the General Orders as 365 days, but it depends on circumstances. A work related injury is a temporary designation that does not have time limits until the claim is brought to an end. If it's determined a permanent disability, then

work restrictions might at that point become permanent work restrictions. For non-work related injuries and illnesses, it's as temporary as the member's treating physician decides it's temporary.

Commissioner Covington went on to inquire about the forensic drug and alcohol screening. Dr. Terrazas went into detail describing that every candidate undergoes drug testing. He stated that the Supreme Court has determined that drug testing is not a medical evaluation, therefore, it's called a forensic drug test and it's a combination of urine and saliva. The Department performs alcohol screening by means of a breath alcohol test. The drug screening and breath alcohol test is administered on all candidates who have been promoted.

Commissioner Covington asked for information regarding the high rate of heart attacks and cancer for firefighters. Dr. Terrazas proceeded with in the last 10 years, very good data has come out that clearly shows an association between firefighting and cardiovascular disease. He acknowledged that what is not known are the biological and molecular determinants that firefighting actually produces or the chain of events that firefighting creates in order to develop cardiovascular disease. Even though it's not known what those elements are, it is clear there is an association between firefighting and cardiovascular disease. He also acknowledged that more data is coming out showing a clear association between firefighting and cancer. The data is getting more robust in the cluster of particular types of cancer, such as testicular, gastrointestinal, lung, brain and prostate cancer. With regard to breast cancer, although it is quite prevalent in the SFFD, because of the small number of women in the fire service, there hasn't been a medical epidemiologic study that has been able to collect a sizable enough group of women to look at the issue closer, but there are groups that are actively investigating the problem.

Commissioner Covington asked for further follow-up on the hazmat and SCUBA certification examinations. Dr. Terrazas went on to explain that the hazmat exam is a mirror image of the health check in terms of the components that are screened, such as the lungs with a pulmonary function test, a blood test to make sure the liver and kidneys are functioning properly, a blood count to make sure the cellular elements of the blood are normal, an EKG for the members of the hazmat and SCUBA team.

Vice President Evans inquired about whether data is being gathered during the annual heath checks and what confidentiality measures are in place for the members' health information. Dr. Terrazas explained that because the health check is an examination that is done every three years, 2009 is the only year an entire snapshot baseline data is available. He further stated that with regards to confidentiality is concerned, the information is safeguarded within the Department Physician's office and it doesn't leave. The particulars of the member's clinical history and findings are not shared with anybody else. They strictly follow HIPAA.

Chief Hayes-White thanked the Doctor and informed the Commission that in regards to the health check, the Department is in a holding pattern because of the concern the members and Union have relating to the information and feedback that is provided to the Department. She explained that a contract had recently been signed and she felt confident that the bumps in the road would be worked out.

Discussions continued with regard to on duty injury and how the Division of Worker's Compensation operates. Dr. Terrazas' role is if a member has been released by their treating physician to come back to work, either to regular duty or modified duty, the member brings a clearance from their doctor. Dr. Terrazas reviews the clearance and examines the member to make sure that the restrictions are appropriate, or if they've been released to regular duty that they are ready to go back to regular duty. He went on to explain that currently there are about 22 firefighters off work and about 60 with modified assignments.

President Nakajo asked how a member would have access to Dr. Terrazas Service. Dr. Terrazas explained that his office is open 8:00 to 5:00 and they have an open door policy. He

stated that currently the Department's health check vendor is the Occupational Health Clinic at CPMC Davies Campus. He continued that when a member is injured on the job, the City and County of San Francisco has in place, a medical provider network, a set of clinics where any employee can go to receive medical treatment. Labor codes mandate that employers make available to the employee a predesignation process that allows the employee to designate their own personal physician from their group health plan as the treating physician for all of their work-related injuries, but the employee has to file that predesignation form prior to the injury

President Nakajo asked who determines if a member is deemed disabled or deemed modified light workload. Dr. Terrazas answered that if the predesignated form has been submitted, it would be the member's personal physician who would determine the member should be off work, then we receive notice and put them off work. If their treating physician determines they can come back to work, either regular duty or modified duty, the member brings a clearance from the doctor, we review it and examine the member to make sure that the restrictions are appropriate, or if they've been released to regular duty, we evaluate the member and if it's determined they can return to regular duty then they go back to regular duty. If our evaluation identifies an impairment, most likely we go back to the treating physician and request clarification. If the treating physician was unaware that the member performed certain activities, we let them know what those job duties are and ask them to reconsider whether it's medically appropriate for them to go back to regular duty. If we need additional guidance, we may request a specialist get involved, but it's my ultimate decision to determine whether the member comes back to regular duty or not.

President Nakajo inquired about the appeal process for return to work. Dr. Terrazas explained that the appeal process is mandated by City Charter and it would basically be a fitness for duty determination that would be handled by DHR.

Dr. Terrazas concluded that the health check, with regularity or Department mandate or policy would help all members of the Department.

6. CHIEF OF DEPARTMENT'S REPORT

Chief Hayes-White thanked Secretary Jessica Kennedy for filling in as Commission Secretary and welcomed Maureen Conefrey, who will be the new Fire Commission Secretary.

Chief Hayes-White introduced Captain Chris Bonn who replaced Justin Schorr as a Paramedic Captain overseeing the QI program and will be working closely with Dr. Yeh and Chief Myers.

Chief Hayes-White invited Dr. Yeh to explain the position Captain Bonn is taking over. He explained that Captain Bonn will have oversight of the Quality Improvement programs. He thanked Chief Hayes-White.

Captain Bonn gave an overview of his previous experience and expressed what a great opportunity it was to be assigned to his current position. Chief Hayes-White thanked Captain Bonn for coming.

Chief Hayes-White explained that she will be presenting before the Budget and Finance Committee on June 18th and 25th and she is expecting the Mayor to submit his balanced budget by June 1st. Chief Hayes-White has requested 11 million dollars of which 10 million would be earmarked for the EMS Division. The remaining amount would be used to cover defunded arson positions and restoration of a Planning Battalion Chief. In addition, she requested approval of the plan for the Treasure Island Fire Station which was unexpected, because the Treasure Island training facility at Station 48 has mold. She explained it was close to 2 million

in addition to the 10 million. She reported there was additional funding for the fireboat of about $345,000 from Urban Area Security Initiative meeting.

Chief Hayes-White stated she would not be able to attend the NTSB hearing on June 24th in Washington D.C. because she has to present the budget on the 25th. It is anticipated that the NTSB meetings are wrapping up and the report will be released in the following weeks.

Chief Hayes-White advised that the 116th academy would be graduating May 9, at 10:00 a.m. and invited all to attend.

Chief Hayes-White addressed the issue of meeting with DHR about the future of H-2 hiring and their decision to contract with National Testing Network.

Chief Hayes-White talked about the productive meeting regarding recruitment and outreach, and working collaboratively with DHR for flexibility in public safety testing. She talked about utilizing funds for the ESER 1 bond that passed in 2010 and the ballot initiative for ESER 2 bond.

Chief Hayes-White acknowledged all the hard work of Assistant Deputy Chief Lombardi, Fire Marshall Michie Wong and Deputy Chief Gonzales in terms of pedestrian and overall safety.

Chief Hayes-White went on to explain particular projects in the works pertaining to infrastructure, size of apparatus and working with stakeholders and developers.

Chief Hayes-White described the Bright Street Fire and Randolph Street fire and showed pictures of the scenes with the fire rigs taking much of the street space and ended her presentation to answer questions.

Commissioner Cleaveland asked about the budget for the apparatus request and AWSS. Chief Hayes-White stated the apparatus request would cost about 28 million, part of the capital plan. Mark Corso addressed the AWSS issue and stated they have requested funding annually in the equipment request and that's treated as part of the overall City equipment request by the Mayor's office.

Commissioner Cleaveland asked about the deferring Airport funds within the Department. Chief Hayes-White explained that the airport is very generously funded but it's not a general fund department. It's an enterprise department. The separate Airport budget pays salaries, equipment, apparatus, three stations and the administration at the airport.

She addressed the Mayor's public safety hiring plan funding for a second academy class in 2014-15 and forecasting annual classes every August through 2017.

Commissioner Cleaveland talked about the narrowness of streets and compromises and working with Supervisor Wiener, Walk SF and the Bicycle Coalition in regards to the concerns for safety and accessibility for trucks, engines and other equipment.

Vice President Evans inquired about the present issues on the ESER Bond 2 vote. Chief Hayes-White responded she is currently working on it and things are ramping up in connection with the upcoming elections.

Further discussions on the recruit testing process ensued. Chief Hayes-White stated there were similarities to the previous testing format. She said the new test has basic math and reading and has scenario based and decision making aspects which make it a more challenging test.

Commissioner Covington asked for an update on the meeting with Mr. Bonner from Lenart. Chief Hayes-White stated she has met with Mr. Bonner on a few occasions, along with Chief Lombardi, Chief Wong and Chief Gonzales. They've been working with the Developer of the Hunter's Point/Candlestick project as well as other City Agencies. The Developer had come back with some modifications and a list of amendments to the plans and she's happy to report that we were able to come to a consensus with the Developer. Chief Hayes-White expressed there will be a need for a fire station for the Hunters Point/Candlestick project and it would be her strong recommendation that there be a firehouse near that development. She stated that a parcel has been determined but funding has not been secured.

Commissioner Evans asked about the upcoming election. Chief Hayes-White explained that she has been involved and briefed on polling results.

Commissioner Evans suggested drafting a letter to support the Station 48 request. Chief Hayes-White commented that it would be very helpful because it's not a safety or health issue, it's a quality of workplace issue for the members and nothing can be done until the funding source is identified and that's what starts the clock. Once the clock starts, it's another 4 or 5 months down the road.

Commissioner Cleaveland asked about outreach pertaining to the new recruit list. Chief Hayes-White acknowledged that she intends to fully embrace and outreach to all communities.

President Nakajo expressed his desire to get a tour of San Mateo Station 1 Bungalows. He also is hoping for a presentation from the DHR regarding the issue of the national testing and questions on recruitment and will be meeting with Director of DHR, Micki Callahan on May 13, 2014.

President Nakajo asked for budget figures for the Airport. Chief Carnes explained the total budget's precedent is approximately $23,000,000. It includes the marine rescue, the apparatus, and training and salaries of Airport personnel. Most of the funding comes from airlines, the fees that are levied on them.

There was no public comment on item 3.

7. REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

President Nakajo invited Deputy Chief Gonzales to approach and give the Operations report.

Chief Gonzales thanked the Chief for looking out for the global safety as far as the streets are concerned. He mentioned the diligent work the Department is doing with Supervisor Wiener and other departments in trying to come to a compromise. He stated part of that global safety is our rig placement and commended the Chief and the rest of the people involved for prioritizing the issue.

Chief Gonzales discussed the fire on 87 Dolores Street on April 15th. It was a 3 unit building, six stories high on the corner. When units were responding they were concerned, because they knew the area and two or three buildings away was a similar type building that was at Mission Bay. They were relieved to see a huge column of black smoke coming up the top of the six story building before that. They put it under control pretty quick. It was mostly the roof and deck up top and it spread into the attic.

Chief Gonzales described the fire at 34 Waller Street on April 22nd. He stated it was a challenging fire, three buildings with significant damage. The Companies did an excellent job at this fire, with aggressive interior attack. They had to get on the roofs and get off one roof because it was burning. Division Chief Postel (Division 2) was at that fire. Nine adults and one child were displaced at that fire. The Red Cross was called.

Chief Gonzales described the third alarm at 171 Bright Street. Four buildings were involved. One firefighter was injured with a burned hand and a police officer also sustained injury. Red Cross was notified for 22 displaced people.

Chief Gonzales also described several fires of note during this period. The fire at 76 Brookdale was a first alarm and Assistant Chief Burke was there. This was a devastating fire. A woman and her three-year-old son unfortunately were two fatalities at this fire. Prior to our arrival both floors of a two story, one unit building were involved. One resident had jumped out the back window. Units did a good job but our members on scene were also affected deeply by this. The Stress Unit did a good job responding. He commented that the Chief did a good job and she followed up with the victims and the families at General Hospital.

Chief Gonzales commended Chief Siragusa and Chief Kenney, the two Assistant Chiefs that day and did an excellent job covering the city and making sure that those fires were put out. He said the members did a great job. It was determined there was no link between these fires.

Chief Gonzales addressed the Bureau of Fire Prevention and stated revenues overall are still above budget expectations. They are in a preliminary phase of creating exams for the H-6 and the 5215 positions. ADC Wong is working on information sheets, FS-04, with the Department of Building Inspection and other stakeholders concerning fire safety for wood buildings during construction. He mentioned that the Department is very concerned because much of the developments are the same type of construction. We're definitely emphasizing fire watch, the fire protection that is going up, the sprinklers as the buildings are going up as well. Assistant Deputy Chief Wong is also working on administrative bulletins, deletions and revisions due to the code cycle. Assistant Deputy Chief Wong is also continuing coordination for the suppression and job site orientation for the Central Subway and Transbay Transit Center projects. Bureau of Fire Investigation, staffing for providing partners in all shift is being proposed in the 14-15 budget.

Chief Gonzales commended Bureau of Communications, acting Battalion Chief Storti for doing a great job with the CAD. The new Command CADs have come in and Battalion Chief Storti has been very busy working out the kinks.

Chief Gonzales went on to say we are still waiting for the ambulances and the prebid is scheduled for May 13th. As far as community involvement, the members from 49, Division of Training, volunteered on the third and last Saturday, hands-on CPR at two locations. They were at UCSF and Crissy Field. About one thousand people were trained on Saturday.

Chief Gonzales concluded his report and opened up for questions.

Commissioner Cleaveland asked for clarification on coding cycle administrative bulletin and Fire Marshall Wong stated the Fire Department has administrative bulletins on our website that provide additional information to designers and the general public as to how to submit fire alarm plans or other information regarding Fire Department access and with the code cycle change, revisions need to be done either to update code sections and/or delete administrative bulletins that have already been issued and that the language is already in the new fire code and she confirmed it's more of a technical adjustment.

President Nakajo thanked Chief Gonzales for his comprehensive report.

There was no public comment for item 7.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the May 22, 2014 regular meeting

President Nakajo asked Chief Hayes-White if the Department could get an update on the cancer program. Also, the Commissioners talked quite a bit about research and data. He also called for an update on ESER Bond 2. Vice President Evans made similar references.

Chief Hayes-White responded that what's included in the $400,000,000 bond and what would be allocated. The two that the Department is most concerned about are the 85 million that's proposed for fire stations and facilities, and the 55 million that goes towards the water supply system.

Fire Marshall Wong informed Chief Gonzales that that report about the Bureau of Fire Investigation should be complete in about two weeks.

Commissioner Cleaveland asked for discussions pertaining to the April 24th letter from the District Attorney's Office dealing with the fire department's drug and alcohol testing policies, recommendations for the Department to consider.

Commissioner Cleaveland also asked that the Commission address cameras and videotape equipment policies and Chief Hayes-White responded she would be happy to report on that.

Commissioner Cleaveland suggested the need to look at the policy for noise decibel levels and check for a national standard for decibels so it's not such a disturbance to the public

There was no public comment on Agenda Item 8.

9. ADJOURNMENT

President Nakajo concluded the meeting at approximately 7:30 p.m.

SAN FRANCISCO FIRE COMMISSION

04-25-14P01:44 RCVD

FIRE COMMISSION SPECIAL MEETING
Wednesday, May 14, 2014 –10:00AM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2014-01: HEARING AND DELIBERATIONS ON VERIFIED COMPLAINT FILED WITH THE COMMISION BY CHIEF OF DEPARMENT *[Discussion and possible action]*

On January 23, 2014, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission against member for a non-punitive medical separation.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Votes on Closed Session

1. Whether to hold the hearing on the verified complaint in Closed Session ***[Action]***

2. Whether to conduct deliberations in Closed Session ***[Action]***

C. Hearing and Deliberations

1. Hearing on verified complaint (in open or Closed Session, per the Commission's vote)

2. Deliberations and possible action on charges (in open or Closed Session, per the Commission's vote) ***[Discussion and Possible Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a) ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
Wednesday, May 14, 2014 –10:00AM
698 Second Street, Room 221, San Francisco, CA 94107

President Nakajo called the meeting to order at 10:09.

Item No.
1. ROLL CALL

President	Stephen A. Nakajo	Present
Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present

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Also Present:
Paul Zarefsky, Deputy City Attorney
Zachary Porianda, Deputy City Attorney
Marie Blitz, Deputy City Attorney
Lisa Berkowitz, Deputy City Attorney
Jesusa Bushong, Acting Commission Secretary

2. CASE NO. 2014-01: HEARING AND DELIBERATIONS ON VERIFIED COMPLAINT FILED WITH THE COMMISION BY CHIEF OF DEPARMENT *[Discussion and possible action]*

On January 23, 2014, Chief of Department Joanne Hayes-White filed a verified complaint with the Commission against member for a non-punitive medical separation.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

There was no general public comment

B. Votes on Closed Session

1. Whether to hold the hearing on the verified complaint in Closed Session ***[Action]***

2. Whether to conduct deliberations in Closed Session ***[Action]***

President Nakajo called for a motion to vote on Closed Session. Commissioner Hardeman so moved and Commissioner Cleaveland seconded and the motion was approved by a unanimous vote of 5-0.

C. Hearing and Deliberations

1. Hearing on verified complaint (in open or Closed Session, per the Commission's vote)

2. Deliberations and possible action on charges (in open or Closed Session, per the Commission's vote) ***[Discussion and Possible Action]***

The commission held deliberations in Closed Session starting at 10:15.

D. If Closed Session is held, reconvene in Open Session

1. Report any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a) ***[Action]***

The Commission reconvened in Open Session to report action taken.

The Commission Secretary reported these results:

- *The Commission has adopted the findings as prepared according to Commission instructions by a vote of 5 to zero and instructed the Secretary to transmit those findings to the parties in accordance with usual practice.*

President Nakajo called for a motion to Not Disclose discussions held in Closed Session. Commissioner Covington has so moved. Commissioner Hardeman seconded. The motion was unanimously approved by a vote 5-0.

3. ADJOURNMENT

The meeting adjourned at approximately 11:15 a.m.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Wednesday, May 14, 2014 – 11:00AM
698 Second Street, Room 221, San Francisco, CA 94107

05-08-14P02:58 RCVD

AGENDA

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Item No.
1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2013-02: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a four-day suspension. Employee was charged with violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3925 – Insubordination
Memorandum CD2-98-25 – Policy Regarding Animals on Department Property

The following charges were sustained: Section 3919 – Proper Behavior.

The following charges were not sustained: Section 3925 – Insubordination, and Memorandum CD2-98-25 – Policy Regarding Animals on Department Property.

On December 12, 2013, the Commission voted to reduce the proposed discipline of a four-day suspension to a two-day suspension.

The Commission is now considering proposed findings of fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, May 22, 2014 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

SAN FRANCISCO FIRE COMMISION

MAY 22, 2014 REGULAR MEETING

HAS BEEN CANCELLED

05-20-14P02:48 RCVD

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MAY 20 2014

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, June 12th, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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MAY 27 2014
SAN FRANCISCO PUBLIC LIBRARY

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on Thursday, April 24, 2014.

b. Minutes from the Regular Meeting on Thursday, May 8, 2014.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

5. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the June 26, 2014 regular meeting.

6. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

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SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, June 12, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Steven Nakajo called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Steven Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration
ADC s	
Ken Lombardi -	Support Service
Kyle Merkins -	Homeland Security
Dale Carnes	Airport Division
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Burke	Division 2
Thomas Siragusa	Division 3
Staff	
Mark Corso - Excused	CFO
Clement Yeh - Excused	EMS Medical Director

GOVERNMENT
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2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Regular Meeting on April 24, 2014 and from the Regular Meeting of May 8, 2014

Commissioner Covington requested that the Minutes of the Regular Meeting of April 24, 2014, be amended to reflect that Commissioner Covington, Assistant Deputy Chief Raemona Williams, Assistant Deputy Chief/Fire Marshal Michie Wong and Department Personnel Officer Jesusa Beshong also attended the Commission on the Status of Woman meeting.. Commissioner Hardeman Moved to approve the Minutes as amended. Commissioner Cleaveland Seconded. Motion to Adopt amended Minutes of April 24, 2014 , Regular meeting was unanimous .

President Nakajo requested that the minutes of the May 8, 2014 Regular Meeting be sent back and more substance of the meeting be added.

4. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal year 2013-2014 budget.

Chief Hayes-White acknowledged her mom and wished her a happy birthday and welcomed Maureen Conefrey, the new Commission Secretary.

Chief Hayes-White acknowledged the 39 new members that graduated from the Academy on May 9th and are doing well in their first assignments and thanked the Commission for their support in getting that class in place and for attending the graduation. She noted that they have been assigned to an engine or truck for the next 6 months.

She went on to say that on May 12, she appeared before the Land Use Committee, which is comprised of Supervisor Wiener and three of his colleagues. At that meeting she brought up the Department's position with regards to the developments in Hunters Point, Hunters View and Candlestick Point, making sure there is as much access, understanding the issues surrounding pedestrian safety, the need for public safety. There has been ongoing dialogue and she stated her appreciation for the great work done by Deputy Chief Gonzales, Assistant Deputy Chief Lombardi and Assistant Deputy Chief Michie Wong and her staff from Fire Prevention. She mentioned that progress has also been made with other City agencies such as Planning, Department of Public Works and MTA in working together in order to get what we need for fighting fires or other emergencies that may occur in the big new development and they realize that our Department needs to be in on the ground floor on all of these projects. She expressed a desire to make sure that the Department is adequately resourced and to create another fire station or two, to be able to serve the community in the Hunters View/Candlestick Point area and to be able to provide public safety services.

Chief Hayes-White had the opportunity to watch the Surf Rescue Training on May 16, 2014. She stated there were over 60 members that participated and many of them were graduates from the 115th Academy Class and she thought that was excellent.

Chief Hayes-White explained that on May 21, 2014, Mr. Mark Rosekind of the National Transportation Safety Board spent an afternoon at HQ and half a day at the Airport with Chief Carnes and his staff. She stated that is was a very insightful visit and he shared that we can anticipate their findings of the Asiana crash sometime around June 24th. Chief Hayes-White asked for permission to attend informal meetings in Washington DC on June 16 thru June 19. She will be traveling with Chief Carnes and John Martin, the Director of the Airport. She went on to explain that once the NTSB announces their findings, she will be able to provide more information. She stated that during her absence, Chief Gonzales will be the acting Chief of the Department.

Chief Hayes-White took the opportunity to announce that with the overwhelmingly passage of Proposition A, she is pleased that the Department is able to continue the great work of renovation and maintenance to the stations. She explained that it's a 400 million dollar bond of which 85 million will go toward facilities and 55 million toward the emergency firefighting water supply and acknowledged that Chief Lombardi took the lead on those projects.

On June 4, 2014 Chief Hayes-White along with Chief Suhr, attended the ribbon cutting at 1740 Cesar Chavez, which is the City's new testing center and where DHR will be administering promotional exams as well as entry-level firefighting exams. She mentioned that President Nakajo and Commissioner Cleaveland had a meeting with DHR and they are on track to present at the Fire Commission Regular Meeting on June 26, 2014 with new information they have about the new testing process.

Chief Hayes-White announced the upcoming California Fire Olympics scheduled for July 19th and 25th and stated the Department has been working closely with Lt. Day and FF Yup as well as Local 798 in regards to the hard work they're doing to represent the Department.

Chief Hayes-White talked about items related to the budget after their May 14th appearance before the Budget and Finance Committee to get approval to move forward with the fireboat project. She anticipates the delivery date to be August of 2015.

On June 9th and 10th, Chief Hayes-White and Mark Corso met with the five members of the Budget and Finance Committee individually in anticipation of the budget presentation. Although Chief Hayes-White is appreciative of the Mayor's budget which he presented on June 2nd, the Department asked for 11 million, of which 10 million was directed toward EMS for equipment, staffing of 42 positions for EMS and supervision, the Mayor's proposed budget only allotted 3 million. Kate Howard, the Budget Analyst wants to form a workgroup consisting of our department, DEM, Mayor's Budget Office, Controller's Office, our Medical Director Dr. Yeh, to take a look at what 16 hires as opposed to the requested 42, will do to impact the system to get more towards the 80 percent as called for in the audit. Chief Hayes-White does not think the 16 positions will get us to the 80 percent threshold in order to meet the Exclusive Operating Area. She went on to say included in that three million would be an additional three ambulances and the restoration of a position that was defunded, the Operations Section Chief in the EMS Division. That cover's the 10 million dollar request. An additional 1.1 million was requested to restore the arson investigators at a cost of about 800,000 and a Battalion Chief in Planning and Research at a cost of 300,000. The 1.1 million request was denied. Chief Hayes-White stated that she also asked for a civilian recruiter that was not funded but was assured there will be additional funding at DHR specifically applied to public safety.

Mark Corso touched on certain budget items. He stated that the Department will be hiring 48 firefighters for both fiscal years, academy classes in August of 2014 and August 2015. He went on to reaffirm the points of the budget Chief Hayes-White addressed.

Mark Corso continued with addition to the capital allocation which is the general fund, we will continue working on the ESER 10 projects that are underway, as well as begin the planning of the work on the ESER 14 projects that were recently voted and approved by the members of the public. As negotiations continue regarding the budget, Mr. Corso anticipates a resolution by the time of the next meeting on June 26th. Mr. Corso concluded his follow-up to Chief Hayes-White's report and offered to answer questions.

Commissioner Cleaveland expressed his concerns and stated the Mayor's proposed budget was unacceptable. He has gone on a tour at the EMS facility on Evans Avenue and commented that the equipment is old, the warehouse is a mess and we should be making sure we have a first class facility He asked if the allocation of funds could be reconfigured and if EMS was being prioritized. Mr. Corso answered that the Department is absolutely prioritizing EMS and that unfortunately there is not a lot of fluff in the budget to move around. He continued that a majority of the budget is strictly front line minimum staffing requirements and there is no flexibility there. He stated there is not a lot of funding left for infrastructure, materials, supplies and fuel. He explained that they have stressed to both the Mayor's Office and the Supervisors that the 16 positions are going to reach the requirements of the EOA as well as results, response times, and resource issues Department wide. Chief Hayes-White added that the new EMS facility didn't work out in the ESER 2 bond, but she's advocating and would love the Commission's support in a DPH bond that should be available next year in 2015. Once the funding is determined, we can identify a property and get a first class facility up and running.

Chief Hayes-White explained that when a medical emergency call comes in, it's not just the ambulance that responds, often times it's the fire engine, and cant take six to ten people to work up an emergency medical call and if you have multiple patients it takes more

resources. She continued that there are minimum staffing requirements due to Prop F on the fire suppression side.

Commissioner Cleaveland reiterated items outlined above and received confirmation from Chief Hayes-White.

Commissioner Covington thanked Mr. Corso for his presentation and she inquired if there was anything the Commission could do about the loss of the arson unit. Mr. Corso explained that during the ongoing discussions with the Budget and Finance Committee they have expressed the importance of refunding these positions as well as the issues that the units are facing regarding workload and having partner systems to share with the investigations and interviews, where multiple functions go on at the same time. Chief Hayes-White acknowledged that the Commission has been very proactive and engaging in communicating the importance of restoring these positions and informed them that the positions were defunded and she asked for them to be refunded in the budget.

Commissioner Covington stated her interest in the public safety improvement and outreach person that DHR will be responsible for and if it was known what the background of this individual would have. Chief Hayes-White envisions that the civilian position would be more of a coordinator for outreach efforts in the various communities of the City. She anticipates that this civilian will utilize employee groups, including Local 798, Los Bomberos, Black Firefighters, Asian Firefighters and United Fire Service Women and go out to various communities to actually recruit.

Vice President Evans inquired about the timeline for the new fire station on Treasure Island and when the members will be able to move in. Chief Lombardi stated that as soon as the new fiscal year hits, the plan is to push those specs over to OCA and once they're funded in August, we would expect to put it out to bid immediately. Nothing can happen until the funding goes through. He stated that approximately three months after the funding goes through, we would anticipate moving them in. Vice President Evans was glad to see progress is being made.

Further discussions ensued regarding the 16 additional hires and they should start the Academy July 7, 2014. She continued with a breakdown of the makeup of the July 7, 2014 Academy class.

Vice President Evans raised concerns of the risk that the City is putting itself in by not staffing appropriately. Mr. Corso agreed and in their meetings with the Mayor's Office and Controller's Office, they've stressed that this is not necessarily a Fire Department Issue but a City issue and as a responding unit, is lacking in resources.

Chief Hayes-White invited Dr. Yeh, Medical Director for the Department of Emergency Management and who oversees EMSA and is a practicing emergency room doctor at SFGH to speak. Dr. Yeh agreed that more resources are needed.

Commissioner Hardeman expressed his disappointment with the proposed budget and reiterated the sentiments about the dangers of not having the resources to properly fund the Department and the risk it puts on the citizens and the City.

President Nakajo thanked Chief Hayes-White and Mr. Corso. He stated he was pleased about the 1.5 for Station 48 at TI and the 2.5 for the fireboat and he sees that as a positive conclusion on the motion of the Commission. President Nakajo asked for confirmation on the funding for the fire inspector positions and Mr. Corso confirmed.

President Nakajo stated he was interested on the methodology of how the Analyst got to 16 positions to get us to 80 percent in their report. Chief Hayes-White responded that the methodology is spelled out in their report. President Nakajo asked for confirmation on the

upcoming academy classes consisting of 54 in 2014 and 48 in 2015. Chief Hayes-White confirmed that was the goal.

Vice President Evans asked if the upcoming NTSB meetings that Chief Hayes-White will be attending will be public or confidential. Chief Hayes-White answered that they will not public. She added that following the meeting that will happen on June 24th, NTSB will verbalize their overall findings and within a two week period report their official findings.

Commissioner Cleaveland asked for follow up ongoing discussions about the issue of fire access versus pedestrian safety agreement with the Hunters Point/Candlestick project. Chief Lombardi responded that the process involves multi City agencies working together and each agency has their own needs. He stated that this project involves over a hundred blocks and at the moment the Developers don't even know what there're building or where these buildings are going. The Department reserves the right to see the final product, we want to conduct a fire ground operation and what we have agreed to is 26 feet access on three sides of every block. They have agreed to high-rise towers of 150 feet.

President Nakajo announced his pleasure to have DHR present at the next Commission Meeting regarding the new testing system and that it would be appropriate to convey the desires of the Department in regards to the recruitment position. President Nakajo briefly touched upon the correspondence from concerned individuals from Academy Class 116 and Chief Hayes-White responded that the Department is addressing those concerns .

A motion by Commissioner Hardeman and Seconded by Commissioner Cleaveland to grant a leave of absence for Chief Hayes-White to attend the NTSB meeting in Washington D.C June 15th through June 19, 2014 and unanimous vote approving followed. Chief Hayes-White excused herself at 5:35.

REPORT FROM OPERATIONS

Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

President Nakajo welcomed Chief Gonzales.

Chief Gonzales presented his Operations Report for May 7th to June 10, 2014 and touched on the Bureau of Fire Prevention. He explained that there was a six to seven week backlog at Plan Check but the four new inspectors are starting to become a productive group for the unit. He stated the annual inspections are all on schedule. He announced that Fleet Week will happen in October and Fire Prevention iS gearing up for that, as well as Homeland Security. He congratulated Fire Investigator Captain Ballard on his upcoming retirement and acknowledged the good job he has done.

He addressed the new CAD at PUC and how it interfaces with the Department's HRMS system. He stated that they have identified a better way to dispatch calls and he's hoping to convince dispatch, but more resources are definitely needed to meet response times.

He described three greater alarms. The first was at 2254 Market. It involved a semi-truck going the wrong way made a quick turn and hit the middle island hard and went into a funeral home and burst into flames. It quickly turned into a second alarm by Battalion 2, Kevin Taylor. Art Kenney was the Division Chief at scene. The Units did a great job. There were two injuries.

The second was at a deserted three story dry cleaners at 413 3rd Street on June 9th 3:20 am. Next door was a building under construction. Chief McNaughton did a great job as well as the units. It was a heavy black smoke fire through all the eaves in the attic. They did a great job venting the building and minimal damage.

The third second alarm was on 439 Corbett on the afternoon of June 10, 2014. The cause is undetermined and still under investigation. Gas may have been involved because it was a big fire ball in front of the two-story structure that caught the whole side unit of the apartment building. Interestingly, it was so windy, none of the interior of this apartment building caught fire but there was a one-story garage to the right with a deck on top of the roof that caught fire from an ember that blew over. It goes to show how easily on a windy night or day how these fires can spread. Chief Gonzales concluded his report and offered to answer questions.

Commissioner Covington inquired about the nature of the injuries of the two civilian injuries at 2254 Market Street. Chief Gonzales did not know but said one was seriously injured and the other had minor injuries.

Commissioner Covington wondered why incidents such as the two year old at the Wharf did not make it into his report. Chief Gonzales explained that this incident was out of ordinary. He stated he works with EMS Chief Myers to give him interesting medical call or calls out of the ordinary. Further discussion ensured regarding including interesting medical calls in his report. Dr. Yeh addressed the Commission and stated his Division would be happy to provide information as they're able to, but are somewhat limited due to the obligations with respect to patients' privacy rights in this regard.

President Nakajo determined that if there is some specific information regarding medical tragedies, the Commissioners have their prerogative to call Chief Gonzales for appropriate updates. Chief Gonzales concurred.

There was no public comment on Agenda Item 4.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the June 24, 2014 regular meeting

- Department of Human Resources
- Drug and Alcohol Policy
- Video cameras
- Noise decibels
- LGBT outreach

There was no public comment on Agenda Item 6.

7. ADJOURNMENT

Commissioner Cleaveland moved to adjourn the meeting. Commissioner Hardeman seconded. All were in favor. President Nakajo adjourned the meeting at approximately 6:05 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, June 26, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes

a. Minutes from the Regular Meeting on May 8, 2014

b. Minutes from Special Meeting on May 8, 2014

c. Minutes from Special Meeting on May 14, 2014

d. Minutes from the Regular Meeting on June 12, 2014.

4. REPORT FROM THE DEPARTMENT OF HUMAN RESOURCES *[Discussion]*

Susan Gard from the Department of Human Resources will make a presentation on update to continuous testing program and community outreach efforts.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal years 2013-201; 2014-2015 and 2015-2016 budget.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department in addition to overview of Drug and Alcohol Policy

6. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the July 10, 2014 regular meeting.

7. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, June 26, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Steven Nakajo called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Steven Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Raymond Guzman	Deputy Chief – Administration	
ADC s		
Jeff Meyers	EMS Division	
Ken Lombardi	Support Service	
Kyle Merkins -	Homeland Security	
Dale Carnes	Airport Division	
Michie Wong	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Kevin Burke	Division 2	
David Franklin	Division 3	
Staff		
Jesusa Bushong	Department Personnel Officer	
Mark Corso -	CFO	
Clement Yeh - Excused	EMS Medical Director	

GOVERNMENT
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2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Regular Meeting on March 27, 2014 and from the Regular Meeting of April 10, 2014 and from the Special Meeting of April 10, 2014

a. Minutes from the Regular Meeting on May 8, 2014

Commissioner Hardeman moved to approve the minutes from the regular meeting on May 8, 2014. Commissioner Cleaveland seconded and the motion to approve was unanimous.

b. Minutes from Special Meeting on May 8, 2014

Commissioner Hardeman moved to approve the minutes from the special meeting on May 8, 2014. Commissioner Cleaveland seconded and the motion to approve was unanimous.

c. Minutes from Special Meeting on May 14, 2014

Commissioner Hardeman moved to approve the minutes from the special meeting on May 14, 2014. Commissioner Cleaveland seconded and the motion to approve was unanimous.

d. Minutes from the Regular Meeting on June 12, 2014.

Commissioner Hardeman moved to approve the minutes from the regular meeting on June 12, 2014. Commissioner Cleaveland seconded and the motion to approve was unanimous.

There were no comments from the Commissioners and no public comment was made on Agenda Item 3.

4. REPORT FROM THE DEPARTMENT OF HUMAN RESOURCES *[Discussion]*
Susan Gard from the Department of Human Resources will make a presentation on update to continuous testing program and community outreach efforts.

Chief Hayes-White introduced Director Micki Callahan, Susan Gard, Ted Yamasaki and John Kraus, from DHR, who gave an overview and updates on the new testing process for entry level firefighters. Director Callahan acknowledged Susan Gard, Chief of Policy as the person instrumental in the roll out of the program, as well as the good work of Mr. Yamasaki and John Kraus. She further stated that the continuous testing provides departments with a diverse qualified pool of candidates and improves the impact of recruitment and outreach. Ms. Callahan ensured that an eligible list will be regularly updated with quality candidates. Susan Gard shared testing results they have seen from the Police Department and talked about labor market availability and the representation in terms of applicants and how they can compare that to the group who is taking the exam and proactively look at the recruitment efforts and target those into different communities. She stated the continuous testing process for the SFFD started on June 5, 2014 at the new testing center on Cesar Chavez Street. She went on to describe how the test is self-scheduled at the applicant's convenience and that the exam is a professionally validated exam that's based on real life simulations. It includes four basic parts: video based human relations test, mechanical aptitude test, math test and reading ability test. Candidates are added to the list once they have passed the NTN exam and have provided to DHR a copy of their California EMT certificate. Their duration on the list is 24 months and the candidates' rank will stay the same throughout the 24 months. She stated that currently the H-2 exam applicant pool consists of 90 percent from within California, 52 folks from within the Bay Area, 10 percent from out of state, just under 6 percent identified as female, and 54 percent identified with race groups other than white. She continued that the key elements of the continuous testing is making sure the Department always has the best list of high-quality candidates available, they don't have to wait years for that and the candidate doesn't have to wait years to take the test. She ensured that DHR is hiring a public safety recruiter who will support recruiting groups of people that will ensure the list is reflective of the diversity of the City of San Francisco.

Jesusa Bushong , Department Personnel Officer for SFFD spoke on selection criteria pertaining to the exam. She explained the first screening process once the eligible list is received from DHR, is a survey that is sent via e-mail to all candidates on the list. The survey consists of various items such as secondary criteria of qualifications for consideration by the Chief when she makes her selections. For example, are the candidates in possession of a

paramedic license or have a degree related to fire science or fire science technology courses, their work history as well as languages spoken. Ms. Bushong explained that the Department wants to add an item on the survey pertaining to community involvement. Once the Chief has made her selections, the background packet is sent to the chosen candidates requiring additional information and once completed is submitted to the background investigator to initiate the interview process. Once they pass the background, those candidates will be in a group from which the Chief will select conditional and alternate job offers for a medical exam.

President Nakajo thanked DHR for their presentation and opened up for further discussion and questions. Commissioner Cleaveland also thanked DHR and asked why the survey has a component inquiring whether a candidate has experience in construction building trades. Chief Hayes-White explained often times it is very helpful to have a background in construction, as well as building assessment of the type of construction that the building consists of when you're fighting a fire. Ms. Callahan went on to explain that the survey which lists any additional secondary criteria to be applied must be based on the job analysis that was conducted.

Commissioner Cleaveland asked for additional information pertaining to the conviction history process. Director Callahan clarified the conviction history process by explaining they look at the nexus between the conviction and the job, and that applies to every position in the City. They don't write anybody off from the get go unless there's a legal prohibition, and they certainly look at the conviction history as it relates to the job relevancy. Ted Yamasaki added that there are some prohibitions on the job announcements for applicants who have felony convictions in the state of California who would automatically prohibit them from getting employment. DHR has a very comprehensive conviction history program where they do a nexus determination.

Commissioner Covington asked how they verify community involvement. Chief Hayes-White stated that topic would be open for discussion as they are in the process of adding it. She suggested, maybe a letter from the organization they may be volunteering at.

Further discussion ensued regarding the video simulations of the exam and the likeliness of cheating and how often they are changed or updated. Director Callahan stated because it's not immediately apparent what the correct answer is, cheating would not be easy. She continued that the test would not be updated during the next two years. She confirmed that the test takes about two and a half hours to complete.

Commissioner Covington asked about the recruitment person and Director Callahan explained that DHR will be working in partnership with the Department to specifically focus on public safety and sending representatives to job fairs and continuously looking at test results to make sure we're tapping in to the labor market availability for different groups. The recruiter will be working directly with the Department, uniformed members assigned by the Chief who can be role models and present the good work of a firefighter at every recruitment event.

Vice President Evans inquired about the fee. Ms. Gard stated the fee was $40.00 and they offer a waiver for anyone that cannot pay the fee. The fee goes directly to the testing company. Vice Present Evans asked for clarification on the ranking process. Chief Hayes-White explained that for the 24 months you are eligible on the list, the candidates' rank will stay the same, unless the candidate retakes the exam. The ranking on the list will not be affected by new candidates. Director Callahan added DHR has pre-established which scores

will go into which ranks. DHR establishes the list which gives the broadest pool of qualified people. That list gets turned over to the Fire Department where they apply the business related secondary criteria to make a determination about who should be brought in for the physical ability test, the rest of the facets of the hiring process. Vice President Evans expressed her concerns on the potential burden this puts on the Department.

Commissioner Hardeman asked for clarification on residency. Ms. Gard explained that the labor contract for the firefighters has a provision that say they have to be able to respond to the City within four hours if they're called in the event of an emergency. Commissioner Hardeman mentioned overall, he thinks the testing process is moving in the right direction.

President Nakajo again thanked Director Callahan, Ms. Gard, Mr. Yamasaki and Mr. Kraus for the follow-up they provided. He expressed his appreciation of the results, even though there's not much comparison in the new SFFD exam process, but the comparison they shared of the Police Department candidates and eligibility in terms of percentages of different factors DHR addressed was very helpful. President Nakajo expressed his thoughts on secondary criteria and noted that there's real scrutiny of oversight and somewhat of a challenge on the Chief's office to make the determination on the value of secondary criteria. He asked about the next process for the August 2014 academy class. Chief Hayes-White explained it's a new process but her understanding is it would be the first class off of the new testing procedure and she envisions late this year or early next year she would call DHR for the list and begin taking a look at candidates for the class in August 2015. President Nakajo concluded the DHR presentation with his appreciation to Director Callahan and her staff.

There was no public comment on Agenda item 4.

5. CHIEF OF DEPARTMENT'S REPORT
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2013-2014, 2014-2015 and 2015-2016 budget.

Chief Hayes-White invited Mark Corso to assist in the budget presentation as he filled in for her at the Budget and Finance Committee hearing while she was in Washington D.C. meeting with members of the NTSB. Mr. Corso gave a brief update from the last Commission meeting He went on to say that they gave a brief overview of the Department's changes and overall operating budget, and additional changes from the previous hearing in April. A few items came up with regards specifically to EMS and Arson. The Budget Analyst report proposed recommendations for cuts in the amount of approximately one million dollars.

Mr. Corso continued that upon the Chief's return from D.C., they reached agreement with the Budget and Analysis Committee on some reductions. There was approximately $600,000 in ongoing reductions and $147,000 in one time attrition reduction with regards to either delaying the hiring of positions, or general attrition based on turnover and the assumption of not filling positions immediately due to turnover. He stated that reductions to overtime projected for station 4 and minor reductions to materials and supplies, he felt comfortable agreeing to what was proposed. He explained that the Budget Committee takes all recommendations from City Departments and essentially pools the money and then has a process amongst themselves to add back certain programs and are priorities with the Supervisors. He stated he was happy to report that as a result of the add back process, the Department was funded for two additional investigators. He concluded by expressing his appreciation for the outreach and support from the Commission to the Supervisors for both EMS and the fire investigators and offered to answer questions.

President Nakajo thanked Mr. Corso and asked to Commissioners for questions or comments. Commissioner Covington expressed her happiness regarding the two additional investigators and explained how she pushed really hard for those positions. Commissioner Cleaveland expressed his disappointment with the budget, specifically not having more money appropriated to EMS services. He stated the EMS needs new fire trucks, better facilities and needs a lot of additional money. Commissioner Hardeman suggested before the next budget is due, have the supervisors spend a day in the ambulances so they can see first-hand how they break down and maybe that will encourage them to see the improvements needed. Vice President Evans thanked Mr. Corso for stepping up while the Chief was away. She asked if it was known how the funding is going to impact the EOA and what we need to provide to the State to maintain the EOA. Chief Hayes-White answered that it's moving in the right direction. She has not heard from the State but knows they work closely with DEM. She continued that the 16 new hires would allow the opportunity to analyze incrementally what they are going to do and hopefully the next budget cycle in July we'll be able to show that our methodology was more comprehensive and 42 new hires was more realistic. Mr. Corso added that the hope is that working with DEM, the Mayor's Budget Office, the Controller's Office, DPH and the Medical Director will flush out those issues and will allow for aligning and prioritizing a realistic look at the system, not just from the Fire Departments' perspective but the City's perspective. He continued that in February the Department will be proposing additional resources similar to what was done based on the analysis of the workgroup.

President Nakajo acknowledged the strong advocacy of the Commission in regards to the budget. He also thanked Commissioner Cleaveland for his clarity and candid e-mail to the Budget Finance Chair and the members of the BOS Budget and Finance Committee. He thanked Commissioner Covington for her efforts in advocating for the additional Arson Investigators. President Nakajo inquired as to what the process is for the two new additional investigators to go from Suppression to Arson. Chief Hayes-White explained that the current list is expired so they will have a testing process in the next fiscal year and in the meantime, she'll most likely issue a general order requesting resumes and personal qualifications from those members that are interested and make an offer in an acting capacity until an eligible list is available.

President Nakajo asked for confirmation regarding reallocation of funds from the BOS. Mr. Corso confirmed the BOS could reallocate funding from any department at their discretion but generally they rely on the reports from the budget analyst. President Nakajo made reference to Supervisor Breed's audit and suggested dealing with that criticism and show we are in the process to taking 3 million dollars for our 16 bodies and use it as reinforcement in terms of the numbers that we want to approach. Mr. Corso went on to explain issues raised in the audit hearing in which Supervisor Breed criticized the Department.

Discussions occurred regarding the replacement plan for Station 49 with the approval of the Health Bond for next year, that if passed getting allocated funding for a new facility for the Ambulance and EMS Division. They estimate the cost to be about 40 million.

Chief Hayes-White reported on the recent NTSB meeting and findings. Assistant Deputy Chief Carnes and Chief Hayes-White traveled back to Washington, D.C., along with Airport Director John Martin to meet with members of the NTSB. The NTSB had a draft report that was discussed and they were assured that both the San Francisco International Airport and SFFD has a picture of safety and that training is foundation for the success of any organization, but particularly in the field of public safety it takes on an even greater role. Chief Hayes-White reported that she was pleased with their overall findings and recommendations which included integrating multi-casualty incident apparatus and future disaster drills and exercises and improvements within our communication ability, of which both of those have already been addressed. Chief Hayes-White had a feeling of closure as

the one-year anniversary of the incident nears. She went on to say that the Department always looks at ways to improve and recommendations attributed to aircraft rescue firefighting industry of which Chief Carnes is a part of. She continued to say NTSB was very pleased with how the Department is being proactive. Chief Carnes added how fortunate we were to be active in the investigation process. It was very thorough and an involved process from beginning to end. Because of the proactive professional stand taken and recognized, the SFFD is basically the tip of the spear for the ARFF industry and because of how infrequently these events happen, as an industry in both the fire service and ARFF, we need to wring every ounce of learning value we can out of this and any agency that finds themselves in this situation becomes the center of attention for the entire nation. President Nakajo opened it up for questions and comments.

Commissioner Cleaveland asked about FF seniority at the Airport. Chief Hayes-White answered that there's a minimum requirement that they have to have five years of FF experience in the City. The average is around 12 to 15 years. She further stated that it's a voluntary request to go to the Airport, there is a signup list to go to the Airport. There's a five year commitment requirement from members assigned to the Airport due to all the training that is involved. Chief Hayes-White discussed the makeup of the upcoming August class. Chief Hayes-White acknowledged Chief Gonzales and Chief Myers regarding the promotional process for H-3 Level 1 EMT's.

Chief Hayes-White announced the upcoming Firefighter Olympics that are taking place on July 19 thru 25.

Chief Hayes-White touched upon how the overall outreach the new testing process provides the City opportunity to outreach to all communities and how proud she is of how diverse the Department is and we're reflective of the people that live in San Francisco. She continued that on a fire perspective side, particularly in medical situations where you have many of our members that can speak different languages, it can be comforting to someone that can relate to someone assisting you. She's hoping that all employee groups will step up and reach out and recruit new employees from a variety of different communities in San Francisco. Chief Hayes-White concluded here report.

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department in addition to overview of Drug and Alcohol Policy

Chief Guzman started with Support Services Division. He stated that Deputy Chief Ken Lombardi has been very busy with the ESER Projects and all 15 new firehouse roofing systems have been completed. He stated thee of the five emergency generator projects have been completed at Station 6, 15, and 17. He proceeded that the shower reconstruction projects are completed at Station 6, 15, 28, and 44. Engine 44 was returned back to the quarters of Station 44 on May 22nd after a six month comprehensive construction project that included issues with their HVAC. Station 36 is scheduled to return to their quarters towards the end of the year. Station 16's construction documents should be completed in the next couple of weeks. He stated that Chief Lombardi has been reaching out to the community groups near Station 5. He reaffirmed that because the Warriors purchased Parking Lot A near AT&T Park to construct their new stadium, the proposed firehouse at Pier 32 is no longer an option but will go forward with the original plans to build at Pier 22/12. He continued that discussions have started with the Port and the Planning Department and they're going to meet with the Bay Conservation Development and Commission in the next coming weeks. The Public Safety Building and Station 4 are on schedule.

Chief Guzman mentioned that regarding Station 48, Chief Lombardi has been working on the specs for the buildings and we're ready to go when OCA is ready of us. It will be a three-month process to build and install the temporary units so we're still looking toward the end of this year to get relief there. He touched briefly on the Spartan Emergency Rescue

vehicles for 10 engines and six trucks. He acknowledged acting Lieutenant Paul McHugh who retired June 20th with 32 year of service to the Department.

Chief Guzman reported on the Division of Training. He announced that Assistant Deputy Chief Raemona Williams has been very busy, with H-3 Level 1 to H-3 Level 2 bump up academy that is currently training at Treasure Island for the next three weeks. He went on to say that they have completed two of four scheduled safety officer training classes that consisted of three-day classes paid through UASI funding, as well as specialized wild land and hazmat official training that was conducted in May.

Chief Guzman addressed the Division of Homeland Security. He acknowledged the hard work of Assistant Deputy Chief Kyle Merkins and ADC Myers on the development of the Event Action Plan for the SF Pride Weekend and 4th of July. He also mentioned that Chief Merkins is busy closing and making final equipment purchases for grants from 2011 and 2013. He touched upon the national Homeland Security Conference he and Chief Merkins attended in Philadelphia in May. They attended workshops dealing with Homeland Security and counter Terrorism Operations and gained valuable information on the FEMA grant funding related to the fireboat.

Chief Guzman recognized the Division of Finance and acknowledged how busy Mark Corso has been the last couple of months preparing for the Budget and Finance presentations along with being involved with all the negotiations with the new fireboat which they anticipate to deliver the notice to proceed in the next few days.

Chief Guzman talked briefly regarding the Alcohol and Drug Testing Policy. He explained that is was a collaborative effort between labor and management. He stated that they do random testing a couple of times per day and night including weekends and the program has been very successful. He concluded his report and opened it up for questions.

Commissioner Cleaveland asked about a complete analysis of the physical aspects and physical needs of each firehouse in the City. Chief Guzman explained that the Department of Public Works did an analysis of all the Department Buildings and they identified the firehouses with the most need and that's how it was determined how the ESER 1 money would be spent. He also inquired as to why the drug testing has to be done by Department personnel as opposed to contracting it out . Chief Guzman stated it was because there would be an added expense and it would have to be agreed upon by the bargaining unit. It's part of the MOU.

Vice President Evans thanked Chief Lombardi for his outreach to the community at Station 5.

President Nakajo thanked Chief Guzman and the Commissioners. President Nakajo acknowledged that he was the President of the Commission in 2004 when the Alcohol and Drug Policy was adopted. President Nakajo announced the funding for the PWSS through Katie Tang's Office in the amount of approximately $250,000. President Nakajo suggested that the Commission should have a designee to participate on that PWSS Committee to look out for the Department's best interest. Commissioner Cleaveland volunteered to take on that task.

There was no public comment on Agenda Item 5,

6. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the July 10, 2014 regular meeting

- Annual Presentation from PUC?
- Report from Cancer Committee?
- Arson Squad presentation?

There was no public comment on Agenda Item 6.

7. ADJOURNMENT

President Nakajo adjourned the meeting at approximately 6:55 PM. The meeting was adjourned with hopes, prayers and thoughts for FF Lauifi Seumaala and his family.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, July 10th, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on Thursday, June 26, 2014.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications and possible discussion on use of sirens and decibel levels and Department's policy on recording devices at the work place.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the July 24, 2014 regular meeting.

6. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, July 10, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Steven Nakajo called the meeting to order at 4:10 PM.

1. ROLL CALL

Commission President	Steven Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC s

Ken Lombardi	Support Service
Kyle Merkins	Homeland Security
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training

Assistant Chiefs

Art Kenney	Division 2
Thomas Siragusa	Division 3

Staff

Mark Corso	CFO
Clement Yeh	EMS Medical Director

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2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Regular Meeting on Thursday, June 26, 2014

Commissioner Covington Moved to approve the Minutes as amended. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of June 26, 2014 was unanimous.

4. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2014-2015 budget.

President Nakajo welcomed Chief Hayes-White. Chief Hayes-White described the process of closing out the last year's budget and reported they came in on the budget which is always a good thing. She expressed her appreciation of the diligence of everyone that has

budgets to manage but particularly to Mark Corso, the Department's Financial Officer. She continued that she's waiting on final approval from the Board of Supervisors on the current fiscal year budget but isn't anticipating any changes.

She was happy to report that on the first Monday of the fiscal year, the Department took advantage of the budget and announced that 35 new members started the EMS Division and are currently in an eight week training academy. She stated although they are a needed resource, she believes there is a need for more as there has been an increase in ambulance delays to the scene. She advised that the Department is monitoring this issue closely and anticipates having some additional data for next month's report.

Chief Hayes-White explained that they promoted 15 H-3 Level 1 EMT's to the level 2 , they all have their paramedic licenses and will require about three-weeks of training. She thanked everyone who did a great job to make this happen.

She continued with the welcoming of the 117th academy class which will start on August 25th and will include 40 people off the list that expired in April and they will be joined by 14 members from Station 49 on September 8th.

Chief Hayes-White thanked everyone who joined the Department for the Pride Parade and particularly Commissioner Cleaveland.

Chief Hayes-White touched on the fundraiser to take place at Candlestick Park, a flag football game between the SFFD and SFPD. The money raised from the SFFD will go the San Francisco Firefighters Cancer Prevention Foundation. She also made an announcement inviting everyone to the upcoming Firefighter Olympics that the SFFD is hosting and the great job Lt. Mike Day and Firefighter Larry Yup have done coordinating the event. Chief Hayes-White concluded her report.

President Nakajo thanked Chief Hayes-White and opened up for questions. Commissioner Cleaveland thanked Chief Hayes-White for her work and for being at the Pride Parade. He asked for clarification on the promotion of the class of H-3 Level 1 EMT's and Chief Hayes-White confirmed 35 H-3 Level 1 EMT's. President Nakajo asked if they were coming off a list and Chief Hayes-White confirmed they were coming off of the Civil Service list that expired and DHR is planning on offering another exam in the near future but will not be similar to the NTN test and according to Chief Myers it's a standardized written exam. It consists of recommendations to go with practice for EMT's throughout the State of California. It includes elements of local policy and protocol and involves a skills examination, which are standardized EMT skills from the State EMS Authority. Chief Myers added there are scenario ethics based questions to see a person's underlying motivations and things like that. He added that it's a two part examination.

President Nakajo requested a breakdown of the 35 EMT's currently in training. Chief Hayes-White explained that out of the 35, 16 are brand new FTE's, the remaining 19 are 14 that are direct backfills for the 14 people that are in hiring and bringing over to the H-2 academy are already employees from Station 49.

President Nakajo inquired as to what are the components that are affecting the delay in ambulance response times and suggested that an additional researcher may be required as he thinks it is real important to get this kind of contemporary data. Chief Hayes-White suggested that to take an overall analysis that if it's not a huge difference in call volume over the last few years, but in the last few months there's been a spike in call volume, that may link it to why there's more frequency to the ambulance delays. She continued that if it's private ambulance companies that have been out of the system more in the last few months than they had been in the first few months of the year could also attribute to the delays. She stated they are trying to link why the Department is experiencing this.

Vice President Evans was curious to know how bringing in the new group of 16 affects the mandatory overtime situation out at Station 49 and will it alleviate some of the pressure. Chief Hayes-White explained not until after August 29, 2014, when they hit the streets, maybe sometime later in the year.

Commissioner Cleaveland asked if the Department has ever looked at the value of any air rights they may have above fire stations and suggested deputizing someone to look into this possibility. Chief Hayes-White thought that would be a good idea and explained air right proposals were looked at in 2008, specifically to Station 13 on Sansome Street.

Commissioner Cleaveland went on to inquire about the EMS task force. Chief Hayes-White explained the idea came from the Mayor's Budget Office when they told us we were only getting 16 new hires and not 42. The task force will consist of the SFFD, Dr. Yeh, DEM, DPH, the Mayor's Office, and the Controller's Office. Commissioner Cleaveland announced that there will be a meeting at the Mayor's Office next week to discuss the possible relocation of Station 49 and although very preliminary discussions are expected, it's good the ball is starting to roll here. Chief Hayes-White acknowledged Chief Lombardi as being very instrumental in arranging the meeting and how he's been working very closely with the Department of Real Estate.

REPORT FROM OPERATIONS

Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications and possible discussion on use of sirens and decibel levels and Department's policy on recording devices at the work place.

President Nakajo welcomed Chief Gonzales.

President Nakajo invited Chief Gonzales to present his Operations Report. Chief Gonzales approached and presented his Operations Report for July 11th 2014 through July 8, 2014. He started with: one greater alarm during this period. It was a second alarm at 34 Ellington Avenue where the rear of the building was involved. He acknowledged that Chief Siragusa was in command of that fire and he and his crew did a good job. He further stated that the Red Cross was notified for four adults and one child that were displaced. He continued that there was an incident on June 26th at 8:48 hours at Bryant and Alameda. The PUC was testing the AWSS. They put high pressure to test it and it burst the line, which caused a sink hole. Chief Hayes-White and Assistant Chief Franklin responded.

Chief Gonzales touched on use of video within the Department and explained that no video cameras or other audio and/or video recording devices are allowed unless authorized by the Chief of the Department. There is a draft policy being developed and is currently being reviewed by the City Attorney.

Chief Gonzales commented on siren usage and said that it is an ongoing complaint that they deal with a lot. He acknowledged that he cares about the citizens but it is a safety issue. If they need to respond Code 3, they must use lights and sirens. They constantly remind the firefighters if they can ease up on the siren and air horn, please do so, but safety first. He stated that they want to be very respectful of the neighborhood but they also need to get to where they need to go in as safe a manner as possible. He reiterated that the first concern is the public safety and the safety of the firefighters.

Chief Gonzales further presented on the Bureau of Fire Prevention. He stated that the Warriors purchased the lot at 3rd and 16th Streets adjacent to the UCSF Campus. He touched on the Marina Project that will feature a 5.5 acre water front park and could include retail and office development. He continued that the BFP is participating in

rewriting DPW subdivision regulations which affects projects like the Park Mereed and Treasure Island Redevelopments. A task force will be instituted at Plan Check to handle the Mayor's Executive Directive 13-01, the fast tracking of affordable housing projects to meet the six-year goal providing 30,000 units to San Francisco's affordable housing and new high-rise building construction inspections are being done by teams to meet simultaneous completion demands. Chief Gonzales continued that the Airport Prevention Unit has started cataloging hazardous material types and quantities for all buildings. He went on to The Bureau of Fire Investigation wherein he acknowledged Acting Captain Darmanin has assumed leadership of the Unit and will be reviewing and revising policies as needed and stated he is doing a great job. Chief Gonzales confirmed that the arson suspect has been arrested and it was because of the vital teamwork between the Bureau of Fire Investigation and the Police Department. He went on to say that Captain Darmanin has reestablished a partnership with the Alcohol, Tobacco and Firearm Unit which is a vital resource for the Arson Task Force. He advised that the Bureau of Communications is finishing the user interviews for radio replacement project. Chief Gonzales concluded his report stating they had supplemental coverage for the Pride Parade, the 4th of July and the Fillmore Jazz Festival.

President Nakajo thanked Chief Gonzales for his report and opened up for further discussion. Commissioner Cleaveland asked how they modulate the decibel levels on the sirens. Chief Gonzales stated it's a matter of foot pressure. He stated that there are studies that people respond better when there is a difference in pitch. Commissioner Cleaveland asked if the use of cameras was an intradepartmental decision. Chief Hayes-White responded yes. She continued that the Department used to have a video unit with a full time lieutenant and he would produce videos. The footage that he captured at fire scenes was very valuable, but that funding was lost a while back. She also stated that they reached out to other urban sized Fire Departments to see what their policies looked like and didn't think that any of the policies that were in existence allowed individual members, unauthorized, to have cameras in the workplace. Mainly because of the concern with social media being what it is and violation of people's privacy as well as HIPPA violations. She also stated that the Department is not opposed to the technology, but there needs to be some proper controls placed on it. Commissioner Cleaveland suggested maybe a member could be deputized as a videographer to make sure some sort of history of fires is obtained and not to have to rely on the media to document things for us.

Vice President Evans followed up with an inquiry as to the timing of lights out of Station 1. Chief Lombardi provided information on how they control the light signals when heading out to a call by hitting a button in the station and once out of the station the button in the vehicle allows signal control. He went on to say this was to help clear traffic. Once the emergency vehicle cleared the intersection the light sequence would go back to normal. He further stated they are currently working on a GPS system that would turn every light to the bridge green giving cars somewhere to go, getting out of the way and once the emergency vehicle got through, it would go back to normal; it would control multiple interseetions instead of one. He continued that this should also cut down on the siren noise out of Station 1 and 3.

Vice President Evans asked about the surplus from BFP. Mark Corso explained the revenues from Fire Prevention, in general offset some of the EMS revenues. There's a portion that has been deferred due to the GEMT program being delayed. He continued that we do have a net deficit EMS revenue, so it's treated as a general department revenue and then it would help offset some of those costs which is about two to three million dollars. A portion of that is due to delay and payments that were invoiced for but we're not anticipating receiving until next fiscal year. Vice President Evans asked about GEMT revenue. Mr. Corso responded that the Department just recently received approximately 3.7 million dollars in GEMT revenue. There was a portion that was deferred and we're still working with the State because they were delayed in getting funding from the Federal Government, so we're looking at getting the deferred portion later this year.

Commissioner Hardeman asked about the greater alarms outlined in Chief Gonzales report and noticed the numbers were similar. Chief Gonzales attributed the low numbers to several factors such as fire prevention, smoke alarms and sprinkler systems.

Commissioner Covington also inquired about the video policy and what the process was if someone was seeking permission. Chief Hayes-White stated that if someone wanted to use a recording device they would have to go through the chain of command and write up the reason why and it would be evaluated by her office. Commissioner Covington stated it would be a good idea to reiterate the policy to those people who are in a trust position.

Commissioner Covington congratulated acting Captain Darmanin for assuming leadership of the Bureau of Fire Investigation. Commissioner Covington went on to ask about the CPR classes at the Airport. Chief Gonzales explained that Rescue Captains Molloy and Shore not only refresh the members on CPR, but they teach all the City Employees at the Airport.

President Nakajo summarized issues that were brought up. He stated he looked forward to feedback in regards to the analysis on the retention of class of 116 when it's appropriate for Chief Williams to address that topic. He stated he wanted to make sure we are addressing the issues before the start of class 117.

President Nakajo acknowledged that with of the advocacy of Commissioner Covington and the Arson budget, he wanted to know how the Department will implement the Arson Investigators. Chief Hayes-White said that the budget is being finalized; the assumption is that the additional $325,000 will not be taken away. She asked the Fire Marshall to work with Chief Gonzales and staff at Arson to pick out the best way to utilize it. She continued that ideally the Department wanted two investigators working per shift, and that is not going to happen, but it's better than what they had, it will cover two additional investigators. President Nakajo inquired as to any strategy or plan the Department has for asking the Board of Supervisors Budget Finance Committee for the shortfall of EMS personnel or budget. Mr. Corso responded that it was conceded and that's where the request and the additional funding for Arson actually occurred, was during that process. That part of the process is complete. He added that they will revisit additional staffing for the unit and EMS during the budget proposal next year in February. It will be new and it will similar to past years where the Department will present in front of the Commission, usually in January as a first draft of the budget. President Nakajo asked where the Department is with Supervisor London Breed's audit. Mr. Corso replied that in regards to EMS, it's pretty much completed.

Commissioner Covington suggested a good use for air rights would be housing for the Department's workforce. She also stated that it would be marvelous to have the Department of Real Estate look into the air right options with the Department's current real estate.

Commissioner Cleaveland asked about the issue of access for fire trucks and engines. Chief Hayes-White responded that they've made a lot of progress with the other department heads, Planning, MTA, Building Inspection and DPW. She added they've come to agreement with the big projects coming up, Treasure Island, Park Merced and that there is going to be a need for a working group of the department heads or designees to come up with parameters. Every project has its own sort of nuances and depending on what's being built, we definitely need to be in on the ground floor because we don't want to be perceived as coming in the 11th hour and then changing it all. Chief Lombardi added that he and Chief Wong are jointly sitting down and working with the other agencies to handle a process that when a developer comes to the city it's handled properly.

Commissioner Cleaveland inquired about the receipt of the new fire engines and fire trucks. Chief Guzman responded that there are six trucks on order. They should be here the first of the year. He continued that they should be getting the last of the engines in the next couple of weeks and we're very close to getting our ambulances on order and we have a fireboat in process.

Commissioner Cleaveland asked why the Commission meetings aren't televised. Chief Hayes-White stated that there were a couple of reasons. One, there is an expense to it as well as logistics. It was determined that it was more practical to have the Command Staff at Head Quarters as opposed to City Hall where SFGOV TV is set up. President Nakajo added that the Commission responded to an audit relating to this issue recently and spelled out the reasons the meetings are not televised. Commissioner Cleaveland expressed his desire to have HQ assessed for whether or not it can be linked to the city's feed for public access and mentioned that the recent Grand Jury Report on Commissions addressed the terms of access to the public and getting the information out. He agreed that the Department should not be charged for this service. President Nakajo informed Commissioner Cleaveland that his point was well taken and that we're all supportive of public access of information and he added that's what our minutes are for and it being published on the website so the public can review those.

Commissioner Cleaveland asked where the new Arson Investigators will come from. Chief Hayes-White stated they will be coming from within. She continued that in 2013 a General Order was posted, requesting personal qualification forms or files to be sent through the Chain of Command to the Chief for review of people interested.

President Nakajo called for public comment on the Chief's Report. Steve Engler approached. He thanked the Chiefs and Fire Marshal and the Acting Captain Darmanin to the Bureau of Fire Investigation. He stated he appreciated the Command Staff going to the Mayor's Office and fighting to reinstate the Bureau of Fire Investigation. He gave an overview of what the Arson Unit does. President Nakajo thanked Mr. Engler.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the July 24, 2014 regular meeting

- Arson – Bureau of Fire Investigation
- PUC Presentation
- Cancer Foundation Presentation
- Assessment for getting Commission meeting televised
- Grand Jury Discussion on Commissions in General

There was no public comment on Agenda Item 6.

7. ADJOURNMENT

Commissioner Covington moved to adjourn the meeting. Commissioner Cleaveland seconded. All were in favor. President Nakajo adjourned the meeting at approximately 6:00 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
July 21, 2014 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

Commissioner Francee Covington, Hearing Officer

2. CASE NO. 2014-04: HEARING ON SUSPENSION APPEAL

Hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from an Eight-day suspension for violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 3806 – Prompt Execution of Orders
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3924 – Disobedience
Section 3925 -- Insubordination
Section 3937 -- Reporting Emergencies

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, July 24th, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes

a. Minutes from the Regular Meeting on July 10, 2014.

4. PRESENTATION FROM BUREAU OF FIRE INVESTIGATION
Overview of Bureau of Fire Investigation, including scope of work and operations.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2014-2015 budget.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the August 14, 2014 regular meeting.

7. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, July 24, 2014 – 4:00 p.m.
698 Second Street, Room 102

Vice President Andrea Evans called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Steven Nakajo	Excused
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC s	
Ken Lombardi -	Support Service
Kyle Merkins -	Homeland Security
Dale Carnes	Airport Division
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training

Assistant Chiefs	
Kevin Burke	Division 2
Rex Hale	Division 3

Staff	
Mark Corso -	CFO
Clement Yeh -	EMS Medical Director

2. PUBLIC COMMENT

Lawrence Thomas approached and stated it was a pleasure and honor to have an opportunity to speak at the Commission meeting. He went on to give a brief history of his life and work experience and that he's on the current H-110 list and available for hire. He thanked the Commissioners for considering him on that list.

3. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Regular Meeting on Thursday, July 10, 2014

Commissioner Hardeman Moved to approve the Minutes. Commissioner Covington Seconded. Motion to Adopt Minutes of July 10, 2014 was unanimous.

4. PRESENTATION FROM BUREAU OF FIRE INVESTIGATION
Overview of Bureau of Fire Investigation, including scope of work and operations.

Chief Hayes-White introduced Captain John Darmanin and Arson Investigator Steven Engler of the Arson Unit which is overseen by Assistant Deputy Chief and Fire Marshal Michie Wong of the Division of Fire Prevention and Medical Investigations.

Captain Darmanin expressed his appreciation for the opportunity to present and introduced Sidney Chang and Barbara Maxwell of the Alcohol, Tobacco, Firearms and Explosives Division of the Department of Justice and Inspector Julie Lazar of the SFPD Arson Task Force. Captain Darmanin explained the makeup of the core of the Task Force and described it as an umbrella that begins with the Fire Department and reaches out to other agencies and how every one of the agencies is important to accomplish the mission which is to investigate all fires. He continued with a power-point presentation (which can be requested through the Fire Commission Secretary). He announced they have hired an administrative analyst and two more investigators, which will be a huge relief to existing staff and productivity as well. He acknowledged the Command Staff for seeing the wisdom in getting more help.

He went on to describe what their duties are once they get to a fire scene and that their main focus is on determining the cause and origin of the fire and the methodology that is applied to every fire investigation. He explained that H-6 fire investigators are peace officers and they carry weapons. They work in conjunction with the Police Department serving search warrants, interviewing witnesses and detaining suspects as well as other duties. They are often required to testify in court. It's their job to investigate the facts. The facts drive the investigation. The main goal is to determine the origin and cause of the fire. It's the Police Department and the District Attorney's office to determine if any laws were broken,

He stated that once the origin is determined, the cause of the fire can be determined. The cause of fire has four basic categories; natural, accidental, incendiary and undetermined. Undetermined is important because it leaves the door open to uncover more evidence that can make a determination of whether the fire was incendiary or accidental.

Captain Darmanin explained arson facts in America. He stated there's an annual average of 560,000 fires and 750 deaths. SFFD, last fiscal year had 263, 192 were intentionally set and 69 million dollars in monetary damages. He reiterated the importance of the Arson Investigation Unit.

He described the upcoming training session that will be held on Treasure Island and welcomed all to join them. The training session will include two mock up rooms that will be lit at the same time, with the same combustible reduced sized furniture. This enables us to see what type of burn patters there are. It allows us to look at the results and make comparisons of burn patterns which will be very helpful in determining appropriate and accurate cause.

Captain Darmanin introduced Paul Bieber, from the Arson Project who has graciously agreed to provide all of the cost for building the mock ups. He confirmed that there will be zero cost to the Fire Department. He thanked Mr. Bieber for his contribution. He added that he got permission from the Bay Area Air Management Air Quality Control to conduct this training session.

He introduced Arson Investigator Steve Engler who has been with the Department for about 24 years and was assigned to Arson about two and a half years ago.

Captain Darmanin concluded his presentation and opened up for questions.

Commissioner Hardeman thanked Captain Darmanin for his wonderful presentation and mentioned what a valuable resource Investigator Engler is.

Commissioner Cleaveland thanked Captain Darmanin and stated he thought his presentation was very informative. He inquired as to what he thought the optimum in staffing levels would be. Captain Darmanin answered that although he does not know what the numbers would be, it's somewhere more than what he has now. He continued that the fact that they have excellent investigators makes it more manageable, he's concerned about making sure that they don't get

burned out. It's important they keep working at a very high performance level. He added that the performance is not compromised as long as he has the caliber of staff he has now.

Commissioner Cleaveland asked Investigator Engler what kind of personal protections he uses when investigating fires and if he takes photographs and videos at fire scenes. Investigator Engler answered that he uses the Scott Air-Packs. He added that he takes extensive photographs of all fire scenes that he responds to. He continued that once his report is complete for accident fires, those photos can be released to the public. On incendiary fire, those photos are not released until the completion of the criminal investigation and permission from the primary fire investigator, the custodian or records, the district attorney or the SFPD. Commissioner Cleaveland concluded his questions thanking the Arson Project for helping the Department out.

Commissioner Covington also thanked Captain Darmanin for his informative presentation and Commissioner Cleaveland for his questions. She inquired as to the hours the investigators stay on scene of a fire. Captain Darmanin responded that is varies on the incident. It could run into another day, depending on the magnitude of the fire. Investigator Engler added that once assigned to an investigator, it becomes the responsibility of that investigator through the completion, including the core process, depositions, trials or however far it goes. He stated he has worked a 40 hour day. He described the complex process known as exigent circumstances that once you leave the scene, if there is additional information you seek, you must obtain a search warrant to reenter if the property owner does not give permission. So once we leave, we lose exigency. The goal is to get as much information as long as it takes before we must leave. Commissioner Covington thought that made sense.

Commissioner Covington asked Investigator Engler about his firearm training and he explained that he attended a 40 hour advanced officer training through the SFPD and every six months he is required to pass a shooting qualification at the SFPD Range. The firearms are issued through the Police Department after completing the firearms conversion course. He confirmed that he has never had to discharge his weapon outside of practice. Commissioner Covington thanked Paul Bieber and Brendan O'Leary for their dedication to the Department.

Vice President Evans invited the guests from ATFE and SFPD to add anything to the presentation. All three guests got up and introduced themselves and gave a brief over-view of their job duties and how their working relationship with the SFFD is conducted.

Vice President Evans asked when the burn training session will be happening on Treasure Island. Captain Darmanin confirmed that it would take place on August 14.

Vice President Evans inquired as to how many arrests have been made in the last three years. Investigator Engler thought the average for the Unit was 40 to 60 arrests per year. Vice President Evans again thanked them for their presentation.

Commissioner Cleaveland asked how they protect the arson sites. Investigator Engler explained that it's a very delicate act between fire extinguishment and fire investigations. He commended the Chiefs as being incredible and that they do everything they can to remove firefighters from the area of origin as quickly as appropriate. They watch over the area to keep people out. The fire suppression crews are incredible at knowing what is needed. They also have access to police. In incidents of something more serious or in a fatality, a crime scene log is initiated and the area is taped off and everyone is tracked that is entering or exiting the scene.

There was no public comment on Item 4.

5. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2014-2015 budget.

Chief Hayes-White reported on the close out of the budget and stated that it is going well. She added that Mayor Lee officially signed the 14-15 and 15-16 budget yesterday at City Hall. She announced that the academy class of 35 H-3 Level 1's are midway through the curriculum and should be graduating on August 29th and according to Assistant Deputy Chief Williams, they're all doing very well. She went on to say that there are also 15 H-3 Level 1 EMT's to Level 2 paramedics that are currently transitioning and are in a shorter training session and there will be 15 more going through a similar transition through promotional opportunities on August 11th.

Chief Hayes-White stated that she has been in touch with the Mayor's Budget Director, Kate Howard regarding a first meeting related to the workgroup that is going to be convening to monitor, evaluate and analyze what the impact will be of the 16 new EMT's hitting the streets after August 29th. They are hoping that with the new hires, they will be able to more efficiently respond to calls and see if it gets us closer to the 80 percent threshold that is asked for in the Exclusive Operating Area.

Chief Hayes-White reported they're working toward the 117th class which will begin on August 25th. She went on to give an update from the event at Candlestick Park on July 12th and that it was a fun day and also acknowledged the great job Lt. Day and FF Yup have done regarding the FF Olympics. She stated that she and Commissioner Covington attended the opening ceremonies at Aquatic Park.

Chief Hayes-White asked the Commissioners to adjourn the meeting in memory of retired Battalion Chief Frank Moreno who passed away on Monday, July 14th. Chief Hayes-White concluded her report and opened it up for questions.

Commissioner Cleaveland asked how much weight Chief Hayes-White places on the test scores when selecting recruits for the academy. Chief Hayes-White answered that she does not have a specific formula but would say 50 percent or greater, that the test is a good measurement when you figure 5200 people are on the list.

Commissioner Covington mentioned the opening ceremonies of the FF Olympics and stated she had a wonderful time and it was well attended. She added that there was high energy and spirits and it was impressive to see so many former members of the Department in attendance. She stated former Chief Phipps made and appearance and that he was one of the originators of the FF Olympics and hoped she represented the Department well. Commissioner Hardeman thanked her for attending.

Vice Present Evans stated that was fantastic and called for Chief Guzman to present his report.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department

Chief Guzman presented his administrative report for July 2014 and referred to two charts that were prepared by Chief Lombardi in reference to the ESER projects. He explained that the larger chart was of a survey that was done in 2009 that addressed the 400 million dollars' worth of needs for the Department's facilities. The smaller chart shows green highlights that indicate where the money is being used for ESER 2010, the 70 million dollars. Chief Hayes-

White added that a presentation will be offered at a later date with more specific information, that these charts are just a start as the Commissioners have been inquiring about the ESER projects. Chief Guzman added that the initial analysis show that these are the needs, it's a lot of money and thanked Commissioner Cleaveland for his request for the information.

Chief Guzman continued with a breakdown of the status on Department facilities. He stated that Station 4, the Public Safety Building is still on target for completion for late November. Station 36 is on schedule for completion by the end of the year. The design of Station 16 and 5 continue to move forward. He added that Chief Lombardi continues to attend community outreach meetings concerning Station 5. Regarding Station 35, Chief Lombardi has attended meetings with the Port and that project continues to move forward. He gave an update on the new ambulances and the temporary housing modules for Station 48.

Chief Guzman reported on the Division of Training. They have completed several safety officer S-404 training classes, 89 members attended. Also 92 members attended the four confined space training classes. The two classes were funded through UASI, Division of Homeland Security. He touched on Assistant Deputy Chief Kyle Merkins and how he's busy closing out grants and working with the Fleet Week Committee for Fleet Week 2014. Deputy Chief Merkins is going to be commissioning the new USS America at that event. He added that Battalion Chief Ken Yee conducted 53 random alcohol and drug tests and all came back negative.

Chief Guzman concluded with an update on the fireboat and expects Vigor Fab will start fabrication of the vessel in mid-September.

Commissioner Cleaveland thanked Chief Guzman for his report and asked him if he knew the timeline for getting the temporary housing on Treasure Island. Chief Guzman stated they are looking at the beginning part of 2015 if everything goes smoothly.

Commissioner Covington asked for more information on the confined space training. Chief Williams explained that it's a five day course and basically members are taught various rope ties, different techniques to rescue people who may be trapped in confined spaces. Mostly manipulatives are stressed on the five days of instruction.

Commissioner Covington also suggested presenting a certificate to the Recology truck driver that rescued a homeless man recently from the garbage truck.

Commissioner Hardeman commented on the booklets that were provided by Paramedic Green and Firefighter Paramedic Gilbraith from Local 798. He thought they contained great information for the Commissioners on the situation for the ambulances.

Commissioner Cleaveland asked if any follow-up was done concerning the cost of wiring the Commission room for television. Chief Lombardi responded that he has contacted several companies to come out and provide an estimate.

There was no public comment on Agenda Item 5.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the August 14, 2014 regular meeting

- PUC Presentation pertaining to AWSS
- Chief Lombardi Presentation pertaining to ESER
- Cancer Foundation Presentation
- Local 790 on EMS issues

There was no public comment on Agenda Item 6.

7. ADJOURNMENT

Vice President Evans adjourned the meeting in the memory of retired Battalion Chief Frank Moreno at approximately 5:40 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, August 14, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on Thursday, July 24, 2014.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

5. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the August 28, 2014 regular meeting.

6. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, August 14, 2014 – 4:00 p.m.
698 Second Street, Room 102

Vice President Andrea Evans called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Steven Nakajo	Present
Commission Vice President	Andrea Evans	Excused
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC s

Kyle Merkins	Homeland Security
Dale Carnes	Airport Division
Jeff Meyers	EMS
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training

Assistant Chiefs

Art Kenney	Division 2

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2. PUBLIC COMMENT

There was no public comment on Item 2.

3. APPROVAL OF MINUTES

Discussion and possible action to adopt minutes from the Regular Meeting on Thursday, July 24, 2014

Commissioner Hardeman Moved to approve the Minutes. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of July 24, 2014 was unanimous.

4. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2014-2015 budget.

Chief Hayes-White reported that they continue to work with the controller's office on the closeout of 2013-2014 budget. She anticipates having that closed in October and they are on track in terms of the Department's expenditures. She stated that the Mayor signed the 2014-2015 and 2015-2016 budgets and those funds are now available to use. She further stated that they will be advertising for the H-43, Chief Operations position in EMS as well as Arson staffing. She confirmed that 35 current members are undergoing training at Treasure

Island and are on track for graduation on Friday, August 29th. She acknowledged Chief Myers for helping out with the selection process. She also confirmed that in June, 15 incumbent H-3 Level 1's went through training to do an upward interim promotion to H-3 Level 2 Paramedic. They will be doing the same with another 20 members of the Department that have demonstrated proficiencies working well as an EMT and have a paramedic license. They will be internally promoted as well, anticipating their becoming H-3 Level 2 paramedics. She compared it to a domino effect, as they repopulate those positions it will help them reach the goal of getting more people on the streets. She commended the Division of Training for the excellent work that they're doing. She reported that the 117th class is scheduled to start on August 25th.

Chief Hayes-White was happy to report that on September 9th she will be meeting with Barbara Garcia from Department of Public Health, Anne Kronenberg from the Department of Emergency Management, Kate Howard, the Mayor's Budget Director, someone from the Controller's Office, Dr. Yeh, Chief Gonzales and Chief Myers to discuss the structure of the workgroup and what we're going to actually analyze with regards to the impact of the 16 new hires. She stated that there are many variables from the dispatch piece to the public health piece and how chronic 911 callers may not typically need the 911 system. They may benefit from another arrangement. They will look at it globally. Her goal is to set parameters, analyze how it's working and she thinks a lot of the things they have been saying all along will come to light through statistics, analysis and data, then at the next budget cycle, we will ask for the same if not more than what we had asked for in the past. She suggested that after these meetings she will update the Commission on what was discussed. She asked if any of the Commissioners would like to participate at these workgroup meetings.

Chief Hayes-White went on to say that there's a full scale exercise drill scheduled for September 24th at the airport and said the Commissioner's would be invited. She explained that Chief Merkins is working on the Department's participation in Fleet Week. She concluded her report and opened up for questions.

Commissioner Cleaveland volunteered to participate with the EMS workgroup and expressed great interest in it. He asked if the cadets that have been offered jobs, are currently employed and Chief Hayes-White stated she believes the vast majority were and many that were hired had experience working on ambulances in other fire jurisdictions and they all have taken the time to get their EMT certificates. Chief Hayes-White explained that the new hires are coming from a very competitive list.

Commissioner Cleaveland inquired as to advertising for firefighters and if we use trade magazines or reach out to the National Fire Academy. Chief Hayes-White didn't think national publications were used in the last recruitment in 2009.

Commissioner Covington asked about the rule of 10 which is being used for the competitive positon of the Marine Engineer of the Fireboat. Chief Hayes-White explained that although she is not an expert in that area, it was her understanding that it gave her the ability to not simply take from the top of the list, but depending on how many positions you have, if you take the person that's number one, you can then drop down 10 or anyone within that group of 10 can be considered. Commissioner Covington commented that it's a highly compensated position and assumed it was because we are in competition with other organizations for this kind of talent. Chief Hayes-White confirmed this stating it's a highly coveted position.

Commissioner Hardeman asked what will happen to the alternates for the next class. Chief Hayes-White stated she needs to select one more person to replace a candidate that is on a medical hold and unfortunately, the remaining 4 or 5 alternates will not get a chance to get into that class. She believes that they have participated in the new exam process and she'll see how they fare on the list when she calls for the list after the first of the year.

President Nakajo, on behalf of the Commission stated his appreciation of Commissioner Cleaveland for volunteering for the EMS workgroup He stated that the Commission as a whole has a keen eye on what develops out of that workgroup.

President Nakajo was curious to find out if there was going to be a presentation on the portable Auxiliary Water System. Chief Hayes-White stated she would have an answer for him at the next meeting.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

Chief Gonzales presented the Operations Report for the period of July 9th 2014 to August 12, 2014. He stated there were two greater alarms. On August 4, 2014 there was a third alarm at 45 McAllister, a building under renovation. Smoke conditions were bad. Today, August 14, 2014 there was a second alarm at 3541 20th Street, a small church, it was challenge. A lot of the fire was in the attic in the roof area. Units did a great job.

Chief Gonzales talked about Bureau of Fire Prevention. He stated a policy is being created for film productions to acquire up to three operational fire permits for city-wide use for a calendar period of 90 days. The permit will be applied for and paid for through the Film Commission with all funds being interdepartmentally transferred every two weeks. He explained that due to the Renoir Hotel and Mission Bay fires, Fire Marshal Wong will be submitting an amendment to the current San Francisco Fire Code to require a 60 minute fire watch. He went on to explain that Housing Authority buildings are in transition to being managed by non-profits under a program called Rental Assistance Demonstrations. He will have more information on the program at a later date. He stated that Plan Check still has a four-week backlog, but four new inspectors have been trained and they are currently doing an excellent job performing plan reviews.

Chief Gonzales announced that regarding the Port, the first ship to use the new cruise ship terminal is due on September 15, 2014. With regards to Bureau of Fire Investigation, he stated this past weekend there were two arrests made and the district attorney's office feels there is sufficient evidence to continue the legal process.

Chief Gonzales described the Live Fire demonstration that took place on Treasure Island today. He thanked Commissioner Covington for attending. He said they lit up two simulated rooms which were quarter size of 12 by 12 rooms. The purpose was to see how long it would take to ignite the whole room and get to a flash over stage. They let one flash over and they extinguished it within a couple of minutes and they let the other flash over and extinguished it a couple minutes later. It showed the two different pictures you would get as an investigator and how to read it. He stated it was very interesting and a very good demonstration. He also touched on the vacant junior house position that will be filled starting Monday August 18th.

Chief Gonzales announced that the Brookdale fire investigation report has been released and that there're still waiting for the Medical Examiner to release their report.

Chief Gonzales gave an update on the Bureau of Communications. He stated that Acting Battalion Chief Storti has been working on reconfiguring the station order to response districts, the boxcars, and adding Station 4. He is testing the iPad software in connection to the new CAD for deployment to all our chiefs to use iPads at their incidents. Chief Storti is also working on enhancement to the CAD to improve response operations. Chief Gonzales is working on mutual aid, dive policy and procedures, and cleaning up the strike team General Order.

Chief Gonzales described the August 10, 2014 Firefighter Cancer Awareness bike ride that went through the Presidio and stopped at Station 51. He explained that this year was in honor of Captain Daniel Armenta, Lt. John Murphy and Firefighter Clyde Watarai, all from our Department. He stated that Jim Berklite presented the families with plaques in memory of the individuals and that retired Captain Stefani gave a great emotional speech.

Chief Gonzales went on to say that he attended the Salesforce incident management team exercise regarding the big event they will be hosting at Moscone Center, along with Assistant Chief McNaughton and Battalion Chief Taylor. They went to observe and give input and thought it was interesting to see how they reacted to different emergency situations and scenarios.

He had a meeting regarding ALS engine deployment and possible new schedules and stated it's still in discussion stage but representative director Kathy Gilbraith, Dan Casey and acting Captain Rob Neuneker are working on it. He stated he wanted to make them more equitable for H-3Level 3s. He continued that the Strike team went up to the Island Fire. They did a great job. AC Franklin was the strike team leader and our OEX 361 rig is there. They were there for about 13 days and the command post wanted to keep San Francisco there. He stated they've taken great strides as far as going to mutual aid and working on strike teams. He acknowledged Assistant Chief Siragusa as being a big part of that and for all he has taught the SFFD. Chief Gonzales stated he's very proud of the job they do and the way they represent us statewide.

Chief Gonzales continued with updates on the EMS Division. He stated that Chief Myers has been working really hard on the upcoming ambulance inspections and permitting process that will be conducted during the week of August 25th. He stated Chief Myers is drafting a General Order regarding the new H-43 position to present to the Chief. He continued that Chief Myers is also working with Support Services and Capital Planning on the EMS business plan and its basic requirements for our new EMS facility at Station 49. He acknowledged that Commissioners Cleaveland and Covington have also been a big part of that. He explained that the Department has also received 45 of the new Zoll X series modern defibulators that were funded by a grant process and that roll out will be about September 15th. He concluded his report and opened up for questions.

Commissioner Cleaveland asked if a cause has been determined on today's fire at the church. Chief Gonzales answered that it is still under investigation. Commissioner Cleaveland asked about the four-week backlog at Plan Check in the Bureau of Fire Prevention and when he thought that backlog would get down to at least a week or maximum two week turnaround. Fire Marshal Wong stated they are working on it on a daily basis and unfortunately, with the Mayor's affordable housing push, it's making it very difficult to catch up on the backlog because it creates the backlog. Fire Marshall Wong stated they are trying to balance that, and it's a very fine line.

Commissioner Covington expressed her appreciation to everyone under Captain Darmanin's leadership at the live burn demonstration today. She stated it was really incredible. She acknowledged the incredible talent we have in our Department and in our affiliate sister and brother departments, the AFT, everyone working so diligently and with such big hearts for this kind of work She continued that it was very encouraging as a Commissioner and a citizen of the City and County of San Francisco. She also appreciated getting the short tour from the head of training and her assistance there. Commissioner Covington acknowledged the fabulous collaboration with the other entities such as PG & E and BART. She noted that the Department is in such good hands with the training staff and everything that they're trying to accomplish and doing under the leadership of the Department overall.

Commissioner Covington asked for clarification on the testing of the iPad software. Chief Gonzales responded that they want to be able to connect it to the CAD to get not only the CAD information for a particular incident but real-time information. Chief Hayes-White

added that as an example, helicopters have the benefit of seeing the depth of an extension of the fire from an overhead position, and as it's seen on TV, those images would be helpful to have in real-time for fighting fires.

Commissioner Hardeman explained that he witnessed Chief Gonzales trying to get out of a parking space to head to an active fire and noticed how he had to traverse to get around all the traffic that was gridlocked. In the 45 minutes he observed the traffic, he only saw two bicycles and he can't imagine the City putting bike lanes in front of the SFFD headquarters. He stated the City has to be a little more diligent when traffic is not moving, intersections being blocked, how can they possibly install bike lanes. He continued that when he was at the Port, there was talk about 270 bicycles an hour using Illinois Street. He went there many days to observe and noted he never saw more than 10 or 12 bikes an hour any time of day he was there. He believes they build up those numbers and he doesn't think they are realistic. He suggested that Parking and Traffic should put a camera in to see how many bicycles there really are. Chief Hayes-White added that it's her understanding that they are still talking about making 2nd Street a one lane only on each side and adding bike lanes. Chief Gonzales added that it does affect response times and he has noticed people that are stuck in gridlock get more agitated when they drive and that makes the streets more dangerous.

President Nakajo inquired about the greater alarm at 45 McAllister and why his pager went off with unusual notices. Chief Gonzales explained that it was investigated and it had to do with the new CAD and user error. The user has been retrained and the CAD is getting fixed. President Nakajo thanked him for the explanation and relayed his concerns in terms of the discussion on construction and gridlock and the need as Commissioners, to be informed on these issues.

Commissioner Cleaveland asked when does the Department start look at the 2015-16 budget. Chief Hayes-White responded typically in November, budget instructions in December, but we begin an internal discussion in November.

There was no public comment on Agenda Item 4.

5. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the August 28, 2014 regular meeting

- Local 798 on EMS issues
- Department on EMS issues
- Portable Water Supply System

President Nakajo talked about the opportunity for the Commission to be able to entertain EMS as a subject matter both from the perspective of the Union but also an update from the Department on the EMS.

There was no public comment on Agenda Item 5.

6. ADJOURNMENT

President Nakajo adjourned the meeting at approximately 5:00 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
August 27, 2014 – 8:30 AM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington

2. CASE NO. 2014-04: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 8-day suspension for the period June 20-27, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 3806 – Prompt Execution of Orders
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3924 – Disobedience
Section 3925 -- Insubordination
Section 3937 -- Reporting Emergencies

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
August 27, 2014 – 8:30 AM
698 Second Street, Room 221, San Francisco, CA 94107

President Nakajo called the meeting to order at 8:42 a.m.

Item No.
1. ROLL CALL

President	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Francee Covington

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-04: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 8-day suspension for the period June 20-27, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 3806 – Prompt Execution of Orders
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3924 – Disobedience
Section 3925 -- Insubordination
Section 3937 -- Reporting Emergencies

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a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

Commissioner Covington called for a motion to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (3-0; Covington, Nakajo, Hardeman)

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal

The Commission held deliberations in Closed Session at 8:46 a.m.

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a).

The Commission reconvened in Open Session to report action taken at 9:48 a.m.

Commissioner Covington reported that the Appeal in Case No.: 2014-04 is denied and all charges were sustained by unanimous vote. (3-0, Covington, Nakajo, Hardeman)

Commissioner Hardeman moved to not disclose discussions held in Closed Session. Commissioner Covington seconded. The motion was approved 3-0, Covington, Nakajo, Hardeman.

There was no public comment

3. ADJOURNMENT

The meeting adjourned at 9:54 a.m.

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, August 28th, 2014 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes

a. Minutes from the Regular Meeting on August 14, 2014.

4. PRESENTATION FROM LOCAL 798 REGARDING EMERGENCY MEDICAL SERVICES

Local 798 will present on the SFFD's EMS Division including the Exclusive Operating Area and EMS resources

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget and overview of EMS Division operations and challenges

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the September 11, 2014 regular meeting.

7. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, August 28, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC s

Ken Lombardi	Support Services
Dale Carnes	Airport Division
Jeff Myers	EMS
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training

Assistant Chiefs

Kevin Burke	Division 2
Marty Ross	Division 3

Staff

Mark Corso	CFO
Clement Yeh	EMS Medical Director
Jesusa Bushong	Department Personnel Officer

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2. PUBLIC COMMENT

There was no public comment on Item 2.

3. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Regular Meeting on Thursday, July 24, 2014

Commissioner Hardeman Moved to approve the Minutes. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of August 14, 2014 was unanimous.

There was no public comment on Item 3.

4. PRESENTATION FROM LOCAL 798 REGARDING EMERGENCY MEDICAL SERVICES

Local 798 will present on the SFFD's EMS Division including the Exclusive Operating Area and EMS resources

President Nakajo welcomed members of the Union, Local 798. The Presenters included Kathy Gilbraith, James Green and Union President Tom O'Connor. (For a copy of the PowerPoint Presentation, please contact Commission Secretary at (415) 558-3451)

Kathy Gilbraith proceeded with her PowerPoint presentation. It included the following information:

> Our inspection this afternoon is going to be about the state of the ambulance service and the critical condition that as we see it here in the San Francisco Fire Department. San Francisco has an obligation to meet emergency medical needs in the community.
>
> The obligation is a California mandate and agreement with the City and County of San Francisco and the State EMS agency. It's also an obligation due to the court ruled La Meta hearings. The La Meta is a group of court rulings that decidedly binds all municipalities in California to respond to the emergency medical needs of their communities.
>
> Our obligation as the City and County is to respond to between 80 and 90 percent of all EMS calls per year. 80 percent of all the EMS calls coming into the 9-1-1 system is about 88,000 calls per year. Currently we have approximately 130 working employees in our EMS division. They respond to approximately 73,000 calls.
>
> It's about 70 percent of all 9-1-1 EMS calls. We're at a shortfall of 10 to 20 percent. It doesn't add up to the mandate that we've been required to maintain. Fortunately, this budget cycle we've been able to add some employees to our system, which puts us at approximately 150 employees in the beginning of September.
>
> We estimate that we will meet 78,000 calls per years. That's an increase of 5.5 percent of the calls that we respond to now. Our estimations bring us to approximately 73.5 percent of all calls that we need in order to meet the mandate. The mandate is between 80 and 90 percent.
>
> We need to maintain 80 percent at a minimum, but the mandate states between 80 and 90 percent. Our resources fall short in regards to our employees. Currently we have a fleet of 37 vehicles. Ten are regularly in the shop. Some of them have 200,000 City miles from activity here in the City. We will be receiving 14 ambulances in January of 2015. Twelve of our current ambulances will be retired. So that leaves us with a net gain of about two ambulances. In order to staff our new personnel and increase our call volume from 70 to 73.5 percent, we need about 1.5 ambulances per 24-hour period. We're just meeting that goal, but that doesn't get us to the 80 to 90 percent obligation that we are required to have with the state.
>
> The consequences of not meeting these obligations are threefold. We fail our community, we fail our employees, and we fail our obligation with the EOA. In order to achieve these obligations, the Union estimates that we would need at least 36 additional employees to add to our EMS division and five additional ambulances.

Kathy Gilbraith concluded her portion of the presentation.

President Nakajo invited Paramedic James Green to continue with the presentation.

James Green presented his portion of the EMS overview with the following information:

There's a cancer growing out in the fire department, and it is manifesting itself in two ways; delayed dispatching of ambulances and delayed ambulance response times once their dispatched, both of which have serious consequences for City Hall, the Fire Department, the Fire Commission, and for the public that all of you serve.

As you've heard previously from some of the things that Kathy has told you, we've hired some additional personnel, but in effect, they're really only 16, not 35. The expected amount of call volume that they can handle does not match up to what we need either taking care of the mismatch with ambulance dispatching or in fact the 80 percent mandated by the state.

As far as the ambulances, I would just point out that we do have more ambulances that we use on a daily basis, so fortunately we're not in a situation, as some people have claimed in news articles, that we actually cannot put crews that we have on the street.

The consequences of inadequate resources on par with the SFFD, personnel as well as reliable operational vehicles can be seen to form increase frequency of Medic to Follow dispatch events. This is the number of times per day when engine companies, and sometimes police, must wait with a patient for an ambulance simply to dispatch. And it is dramatically increasing.

Independent of any inconvenience or even actual harm that this may cause to engine crews or the patient; it speaks volumes about the lack of emergency medical surge capacity in a world renowned City that invites tourists and business conventioneers. I would point out something like Pride Parade with the thousands of people that come here. We invite them to come and visit. We are not realistically prepared for any sort of even small catastrophic event. While the increase in Fire Department personnel will eventually put one and a half additional ambulances on the streets, one and a half 24-hour ambulance equates with the three 12-hour shifts added to the system, their ability to absorb the number of Medic to Follow events will depend on large part on what hours of the day they're in service. However, as mentioned earlier with Kathy, 16 personnel translates into only three additional 12-hour shifts per day. If each shift is expected to service six individual calls, which is about the standard workload that we're currently operating at, the new employees will be expected to be dispatched or to service 18 additional calls a day.

It's obviously gone up dramatically since 2008. We are on course to exceed everything in previous years. The obvious to me, are the side effects of an inadequate number of ambulance resources is the time between a call for assistance is received and the time when an ambulance is actually dispatched increases. In turn, this means the patient, as well as the on scene police or engine crews wait longer and remain on scene longer. This is happening more and more frequently which means the engine crews are either babysitting a patient because they don't want to run afoul of the abandonment statutes or worse, they're forced to provide extended on scene advanced medical care, care more appropriate to the in-hospital environment, to critically ill or critically injured patients.

Over the past three years, increasing number of patients who had to wait more than 20 minutes from an ambulance were found to be critical when the ambulance arrived, and they required immediate Code 3 return to the hospital, often the engine paramedic on board of the ambulance.

So what you're seeing here is in most cases is if a paramedic decides that you need to go Code 3 to a hospital, it's because there is something clearly clinically seriously wrong with you. And that's after you have waited a significant amount of time before an ambulance has arrived to transport you.

The only other thing I'd like to point out is that it goes without saying that the City and County of San Francisco has a well-established legal duty to provide both emergency care as well as emergency transport to all sick and injured people as Kathy has mentioned earlier. To comply with this obligation the City induces the public to various pervasive forms of advertising used by the 9-1-1 system when a medical emergency exists. And whether it's 9-1-1 painted on a police car or an ambulance or fire engine, or through the Red Cross or on TV or hear them on the radio, the City is inducing people to use our system. But at the same time it restricts the number of providers that can satisfy that demand for the people that are using it.

This creates a significant financial liability for the City, possibly for the Fire Department, if due to inadequate resources a delay in either response for the transport of the patient once the engine crews have arrived on scene can be proven to have materially contributed to a bad outcome or a further injury to the patient, it creates a lot of financial liability for the City.

San Francisco has provided for more than 119 years a municipal emergency ambulance service. It was almost unique, except for New York, when it was started in 1995 because it had doctors on board.

So unlike most systems where it was a matter of throw you in the back and drive you someplace, the moment they arrived they provided medical care and continued during transport until they were turned over to the hospital staff or the clinics that they were going to. San Francisco has always sustained that it had a moral and ethical, even a philosophical, value in providing this public safety service.

We need additional resources in order to make that happen, and frankly, as you already know, it mostly comes down to money. There are some other things that we can do but that's going to be the big one.

And as people who are appointed by the Mayor and have influence with how the Mayor thinks, and to some degree what he does, I would really encourage you, appreciate that you're probably already doing it, but the three million dollars that we got is just not enough to make this a successful system with all the problems that we've tried to point out here today.

James Green concluded his portion of the Presentation.

President Nakajo invited Union President Tom O'Connor up to speak.

Mr. O'Connor reiterated what the previous two speakers said. He compared the current EMS conditions as pain and suffering and that none of this should be happening. He also added that more resources, more ambulances and bodies are needed to do the job. He stated that San Francisco deserves far better than what the EMS Division currently has. He added that this message needs to get out so they can do the job properly. He added that they're not begging for more, just begging for enough to do the job. He concluded by asking for help to get out of this crisis because there's going to be some bad outcomes very soon if we don't.

President Nakajo opened up for questions and discussion.

Commissioner Cleaveland explained that as the newest Commissioner on the Fire Commission this was one of the first things that he was presented with, this issue of our Emergency Services being under funded for the number of ambulances and the people we need to respond to with medical emergencies. He added that he takes this issue very seriously, and he thinks all of the Commissioners know that we have an issue here that we need to deal with. He explained that he approached the Mayor and told him we need that whole 9.3 million dollars to fully fund the EMS. He informed the Union that they certainly have his support on this. He added that the Commission can simply urge the Mayor and the administration to fully fund it.

He continued that EMS should be top priority for the City Government and should provide its citizens bar none. He stated that the Commission is fully supportive of a fully functioning and fully funded EMS Division.

Vice President Evans expressed her appreciation for the presentation and acknowledged that it's an issue that has been raised for the last several years. She added that unfortunately their efforts haven't been persuasive enough to change the Administration's viewpoint on how important it is to fund EMS at a level that allows us to provide the service that everybody in the City deserves. She suggested educating people about this situation in San Francisco to make them aware and start demanding from the Mayor that this issue get addressed. She also suggested that because everyone loves the Fire Department, they might think about placing a proposition on the ballot where the citizens can vote on it. She stated that the conversation has to be more spread out through the City if we want to make changes. She also expressed her concern about liability issues raised with the lack of EMS. She added that the message has to come from outside of this room to the City, to the Supervisors, and to the Mayor's office.

Commissioner Covington stated she is very distressed with the current conditions of the EMS and she was not feeling in a very powerful position to make a change. She added that she knows the issue needs to be addressed. She acknowledged that the presentation has prompted the Commission to think about a strategy and it should be a two pronged effort. It has to be people lobbying their supervisors as well as the responsibility to educate people about response times and the condition of our fleet and why it takes so long for the ambulance to hit the pavement. She also recommended that the Commission figure out a strategy to amplify our voices with other members of the City family.

Commission Hardeman agreed with what everyone had to say and was thankful for the charts that were shared to go along with the presentation. He acknowledged Chief Myers as being diligent and a hard worker and knows he's doing whatever he can.

President Nakajo expressed his appreciation for the presentation with the material and the content of the material. He stated that he thinks sometimes it takes a focus of this kind of presentation to be able to put all the subject matters and concentrations with these issues in one

particular basket. He suggested that in terms of developing strategies, the real obvious is that three million dollars is not going to cut it, but to take advantage of that resource and developing it step by step. Possibly going into the next budget session and asking for 11 million dollars or whatever it's going to take and put it in the Mayor's office because the entire Commission has been advocates for that. He added that he is in agreement that the citizens of San Francisco need to be educated in terms of this crisis.

Public Comment:

Shon Buford, Director of Local 798 spoke in support of the presentation and stated the Department should not participate in any give backs to the City. He also suggested that the Department and Union work together by providing documents so that they don't have to Sunshine public documents to get vital information. He also mentioned the goal should be 90 percent, that way you will not fall short of the 80 percent.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget and overview of EMS Division operations and challenges

President Nakajo welcomed Chief Hayes-White. Chief Hayes-White invited Dr. Yeh, Deputy Chief Mark Gonzales and EMS Division Chief Jeff Myers to come to the table and speak on behalf of the Department and the EMS Division operations and challenges. She agreed on this particular issue that all are in lock step, and there have been tremendous efforts both on the part of 798 and the Commission. She acknowledged how supportive the Commission has always been and that this particular body has been extremely engaged in this issue. She agreed that the need for not just staffing, equipment and training but also for a new facility. She explained that Chief Guzman and Chief Lombardi are working diligently toward adding the funding for that facility on the 2015 or 16 health general obligation bond.

She went on to say how well trained, dedicated and professional the EMS staff is. She agreed that it is a grind and there is concern about the resources at this point.

She touched upon the merger in 1997 when the paramedic division was formerly under the DPH and transitioned into the SFFD. They were originally on 24-hour schedules. They were moved into 10-hour and then to 12 hour shifts up to this point. In 2008, a decision came down from the State that the Exclusive Operating Area that was in place, whereby we were at the 80 percent level, and two private entities were at the 20 percent level, we lost that EOA because the State determined that the scope in terms of how we provided medical services had changed. The Department argued that it wasn't a change in scope of manner but it was the addition of providing medical services at Treasure Island and the Presidio. She acknowledged Local 798, particularly under the direction of President O'Connor who actively engaged and joined in with the Department and vigorously fought it. They were successful and in 2012 the EOA was restored. She stated that the reason she brings this up now, is it's important when you look at the statistics, that's why you see the increase in medics to follow and not having the staffing that we would have liked to have had, because during that period of time, those four years, we lost a tremendous amount of traction in our ability to adequately fund the EMS Division. She added that they were all delighted when the EOA was restored and she mentioned that they are currently in a rebuilding mode. She added that she didn't want to panic the community but there is a fundamental need for additional resources.

She went on to talk about the workgroup previously described that will convene on September 9, 2014 and they are committed to looking at how EMS is delivered in the City, the challenges they face, and the resource situation. She continued with her interest in providing a service that the public is accustomed to and expects. She concluded her portion of the presentation and invited Chief Gonzalez, Chief Myers and Dr. Yeh to add to the EMS discussion.

Chief Gonzales confirmed that there are not enough transport units. He added that the newly formed workgroup is to address these issues and come up with a fix. He mentioned that under the current confines the transport units are experiencing, ALS units are getting dispatched to mostly all calls and it's draining the resources. He acknowledged that medic to follow is a problem, the engines should not have to wait on scene for inordinate amounts of time. The engines have to stay there and they can't respond to a medical emergency nearby or another fire nearby, because they have to wait for EMS transport. He clarified that medic to follow doesn't necessarily mean there's zero medics in the system. Dr. Yeh also added that the current system is under strain and he wants to make sure that we are designing a system that's good in addition to being timely and cost effective. He stated that the principal priority with allocating any dollars towards EMS care is making sure that we have the best possible care. He agreed that we need to continue advocating for additional resources.

Chief Myers added that without good logistics, which currently we do not have, we're losing approximately an hour per ambulance per day per shift of units' availability and system coverage which is about 30 to 35 hours of system coverage. President Nakajo suggested discussion and questions.

Commissioner Cleaveland agreed this is something that's urgent and he urged the administration to address it immediately. He inquired as to how to put forth a supplemental request. Chief Hayes-White answered that her understanding is because the Department is a general fund department; they need to go before the executive branch of government before going to the legislative body and would need to have agreement from Mayor Lee's office and his budget director. If that is granted then there would be a process by which its calendared to go to the Board of Supervisors. She acknowledged that EMS delivery is not a money maker for the City, and the collective position is that it's about delivering a City service that's been in place and it's a high quality service.

Commissioner Hardeman commented that as he drives around the City, he notices many street and lane closures and thinks that has to have a big impact on ambulances. Chief Hayes-White concurred and stated they have had challenges with the legislative branch, understanding the need for pedestrian safety, as well as bicycle safety and motor vehicle safety, but you look at the reengineered streets and it's causing gridlock and road rage and it's making it very difficult for our trucks, engines and ambulances to navigate the streets. She acknowledged it's one of the many variables that are contributing to the challenge.

Vice President Evans thanked everyone for their presentations and confirmed with Chief Myers that his numbers in terms of how many additional personnel and vehicles are needed are higher then what the Union presented. She asked if the Department will be participating in the California League of Cities meetings as one of the main topics is California EMS. Chief Myers responded that he was not but stated he knows they will be presenting on topics within EMS confines of redesign and future challenges and a lot of attention will be paid to additional funding sources, GEMT, legislative changes and redistribution as well as working on a better reimbursement of municipal services and services for the provision of the care. He added that the Affordable Care Act and commercial insurance markets are being affected greatly, although they haven't been able to anticipate how far they are going to shift. He also added that 17 to 26 percent of the runs in San Francisco have commercial insurance only.

Commissioner Covington asked what state entity is responsible for oversight of this in terms of the numbers and percentages. Chief Myers answered that the State of California through the Department of Health Services has the emergency medical services authority for the State of California. They are the State regulatory agency for all things policy administrative regarding EMS, EMS systems and their operations. Then there is oversight for each county, and each county has their own local EMS authority. There are 58 LEMSA's in the State of California. Commissioner Covington was interested to know where the SFFD is positioned compared to other entities in the State. Chief Myers responded as follows: It is a variable mix. Response

times are benchmarks or guidelines. Each jurisdiction has variables within their own area, and these can be factors that are they rural communities with very long response areas. It's a combination of first response, air, and ground transport units to the semi-rural to the urban centers. One of the issues with response times is its pretty much a global blanket for all systems but the variables are not always accounted for. I would say that most urban centers in the United States are having issues with resources. They have issues with level zero. They definitely have issues with inadequate personnel to meet system demand and response time issues. The difference with us is that we are a municipal and what they call a grandfathered EOA versus an RFP or request for proposal and contracted system and in those systems when response time issues are chronic and not met, there are fines levied for each and every response time that is not met. That is also causing additional issues. So the majority of the systems throughout the State have some challenge or some form of a response time issues.

Commissioner Covington asked for confirmation as to where the money comes from to fund EMS. Mr. Corso advised it's funded through a combination of general fund support and revenues.

President Nakajo asked Chief Gonzales for clarification on compliance percentages for the EOA. Chief Gonzales explained we need to reach the required percentage in a healthy manner. If we get there all at once, it could cause one of the private entities that we're in the EOA with, to contract too quickly, and they wouldn't make money and wouldn't be able to survive. They are one of the components of the EOA. President Nakajo acknowledged that the private entities with their 20 percent overall are an important component to our response as a City overall. Chief Gonzales confirmed that statement. President Nakajo commented that he is aware that the system is overloaded and he noted that someone better know from the outside that we are in this situation. President Nakajo added that if the SFFD does not come into compliance we very well could have our EOA removed. Dr. Yeh added that we're very fortunate our system does have ALS providers that are part of first response. He continued that if you have someone who does need an immediate intervention such as intubation or medication, there's someone there who can administer that. However, in a small number of cases, there are time sensitive things that you need to get to a hospital quickly and that is the nature of the crisis.

President Nakajo stated now is the time to push the button because the recommendation that the supervisors gave is not going to work and we need to find a way to convey that to them and convince at least two supervisors that we are effective and efficient and we're trying to deal with the problem.

Vice President Evans wanted feedback on the morale of the current EMS Staff because she is concerned that they are frustrated, burnt out and exhausted by the demands that are being placed on them currently. Chief Myers responded that he has been working extensively with the assignment office and MIS on every schedule development and compared it to spreading the butter so thin and still having a lot of bread with no butter. He added they've done all they can with the existing schedule to get as much system coverage as possible and he doesn't see any significate relief for the crews right now as far as being able to alter schedules. He stated that the facility they're currently in, impedes the ability of putting together a significant logistics program to reduce out of service time and they have identified that needs to change.

Commissioner Cleaveland acknowledged that he has had the privilege of spending time with the EMS personnel and going on runs and he absolutely feels they need a better facility. He added he hopes the working group can come with recommendations not only for funding but for sources of funding for the logistical support that is needed to change the venue that houses EMS. That concluded the EMS portion of the Chief's presentation.

President Nakajo thanked the Commissioners, Chief Hayes-White, Chief Myers, Chief Gonzales, Dr. Yeh and Local 798 for their presentations.

Chief Hayes-White reported on the final process of closing out the 13-14 budget and stated that the Mayor signed the 14-15, 15-16 budget and the Department is moving forward with the funding that was allocated. She mentioned the good work of the staff under the direction of Chief Williams at the Division of Training and in June, 15 H-3 Level 1 EMT's were promoted. She stated that the 117th academy class started on August 25 and 40 recruits were hired off of the list that expired in April. She went on to say that she attended a disaster council meeting that was basically a recap of the earthquake that occurred on Sunday that affected significant parts of Vallejo and Napa. She brought up that there will be commemorative events surrounding the 25th anniversary of the Loma Prieta earthquake and that fleet week is October 9th through the 13th. Chief Hayes-White concluded her report.

Vice President Evans expressed her happiness to see Chief Hayes-White at the Women's Equality Day event hosted by Nancy Pelosi and acknowledged the Chief represented the Department quite well.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman reported that Support Services continues to manage many of the ESER projects, including 15 roof replacements and 12 stations that have had exterior windows repaired. He stated that the Station 36 project, Public Safety Building and Station 4 are all on schedule and should be completed by the end of the year and then they will start the tear down of Station 16, and after that they will take down Station 5. He acknowledged the hard work of Chief Lombardi and that DPW has taken over the project of Station 48. He mentioned that the last two of the 10 engines were received and six truck are on order and two are expected to be delivered the first part of 2015 as well as the 15 Ford C-maxes that were delivered to Fire Prevention and are in service as of yesterday. Fourteen ambulances are in contract with Leader Industries and 5 are expected sometime around November/December.

Chief Guzman explained that Division of Homeland Security is busy planning the Urban Shield exercise that is going to happen September 6th and 7th and the rescue boat will be participating in marine-based scenarios in the bay. He touched upon the October 15th Bay Rescue Drill where simulations of a ferry boat with 30 to 50 occupants is to be set on fire. He stated that Investigative Services Bureau conducted 51 drug and alcohol tests and all were negative and the fireboat is still in design develop with Jenson Marine with construction anticipated to start in mid-September.

Commissioner Cleaveland asked with regards to the permanent replacement station on Treasure Island, when they anticipate they'll be in service. Chief Guzman speculated maybe 2018 to 2021. It was confirmed that the current station will be torn down and the area will be used as an open area.

Commissioner Cleaveland also inquired as to an update on the Arson Unit. Chief Wong responded that with the additional two new bodies, they now have seven investigators and one captain.

Vice President Evans asked for the final design on the fireboat and Chief Guzman stated he had that in his possession and would get it to her.

President Nakajo introduced a guest from Omihachiman, Japan, Keiko Fukunaga who is visiting San Francisco to do research. He acknowledged that the Department, Chief Guzman and NERT have been very good to her.

There was no public comment on Item 5.

6. **AGENDA FOR NEXT FIRE COMMISSION MEETING**
Discussion regarding agenda for the September 11, 2014 regular meeting

- Discussion on Recruit Class 116 – reduction of candidates
- Update on working group meetings

There was no public comment on Agenda Item 6.

7. **ADJOURNMENT**

President Nakajo adjourned the meeting at approximately 6:30 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, September 11, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

GOVERNMENT DOCUMENTS DEPT

SEP 08 2014

SAN FRANCISCO PUBLIC LIBRARY

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. COMMUNICATIONS *[Discussion]*
(August 29, 2014-September 5, 2014)

1. To the Commission from Chris Wong, dated September 2, 2014

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting on August 27, 2014

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the September 25, 2014 regular meeting.

7. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, September 11, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Stephen Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Raymond Guzman	Deputy Chief – Administration
ADC s	
Dale Carnes	Airport Division
Jeff Myers	EMS
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Marty Ross	Division 2
David Franklin	Division 3
Staff	
Clement Yeh -	EMS Medical Director

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2. PUBLIC COMMENT

There was no public comment on Item 2.

3. COMMUNICATIONS ***[Discussion]***
(August 29, 2014-September 5, 2014)

1 To the Commission from Chris Wong, dated September 2, 2014

Brief discussion occurred in response to Mr. Wong's letter and his reference to noise complaints from Station 15. Chief Hayes-White explained that Chief Gonzales made personal contact with Mr. Wong and they have been working with Battalion 9 and the members at Station 15 to try and accommodate Mr. Wong and the rest of the neighbors there. She added that the SFFD always wants to try to be good neighbors.

There was no public comment on Item 3.

4. APPROVAL OF MINUTES
Discussion and possible action to adopt minutes from the Special Meeting on August 27, 2014

Commissioner Hardeman Moved to approve the Minutes. Commissioner Covington Seconded. Motion to Adopt Minutes of Special Meeting on August 27, 2014was unanimous.

There was no public comment on Item 4.

5. CHIEF OF DEPARTMENT'S REPORT

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal year 2014-2015 budget.

Chief Hayes-White reported on happenings since the last meeting on August 28th. She acknowledged the presence of several of the Commissioners who attended the graduation of 35 H-3 Level 1 EMT's on August 28, 2014. She also acknowledged the Division of Training for the hard work they've been doing. She further stated that in June and August there were approximately 24 promotions given to members of Station 49 that had been hired as H-3 Level 1 EMT's and were promoted to H-3 Level 2 paramedics. She continued that they are all in their new assignments and hitting the streets at different times. Chief Hayes-White also mentioned that on September 8th, 14 members from Station 49, 14 paramedics joined the 117th academy, which brings the total academy class to 54. She added that in her 24years in the Department, this is the biggest class they have had at one time.

Chief Hayes-White touched upon the long anticipated and awaited EMS workgroup meeting. It was attended by Commissioner Cleaveland, V.P. Evans, Chief Myers, Dr. Yeh, Mark Corso as well as the director of the Department of Emergency Management, and other stakeholders to decide what the workgroup would be focusing on. They talked about short term fixes that might be accomplished and long range plans. She mentioned that everyone at the table agrees that there is limited resources and staffing. They acknowledged the aging fleet of ambulances but recognized that new ones are on the way. She added that according to Chief Lombardi, who oversees the fleet, there has never been a time where the Department has run short of ambulances but often times there is a shortage on the staffing side. She stated that she's grateful for the 35 that just graduated.

She reported on her recent trip to Washington D.C. She explained that she was a guest of Nancy Pelosi, for the Congressional Gold Medal Ceremony where they presented three medals for each of the tragic events that occurred on 9/11/01. The medals were awarded to the fallen heroes of 9/11, both civilian and the sworn paid professionals. She thanked the Commission for their support and was pleased to be able to represent the Department.

Chief Hayes-White reported that this morning President Nakajo and Commissioner Cleaveland joined Station 7, as well as Mayor Lee and many members of the Command Staff, the Division of Training staff and the 54 new recruits participated in a remembrance ceremony of the tragic events of 9/11 and she thanked them all of their participation.

Chief Hayes-White noted the following upcoming events: RSVP's from all five Commissioners to the Police/Fire Mass on Sunday, September 14, 2014 at St. Monica's; the Airport Drill scheduled for September 24th that Chief Carnes will be overseeing, and Fleet Week activities which will take place from October 9th through the 13th, that Chief Myers and Chief Guzman are very involved in.

Chief Hayes-White took the opportunity to thank Chief Lombardi for getting the estimate for audio/video equipment for televising Commission meetings at the request of Commissioner Cleaveland. The rough estimate is between 65 and 70 thousand dollars for a system. She stated that they could not get a detailed estimate without paying a consulting fee so she put the brakes on the consulting fee. Chief Hayes-White concluded her report.

President Nakajo opened the discussion up for questions from the Commissioners. Commissioner Cleaveland suggested talking to other Department's that televise their meetings. He thinks that it's something we should think about budgeting moving forward. Commissioner Covington added that the estimate sounds accurate for the basics, without all the bells and whistles. She added that she didn't think the Department is going to have the fiscal capability to broadcast live, so perhaps the efforts should be concentrated on getting

the cost of tape delay. She also mentioned that it might behoove us to try and agree that we get a feed of the meetings out to the public as soon as possible, but perhaps not go live.

Vice President Evans commented on the EMS meeting from last week. She thanked everyone who participated, especially Dr. Yeh. She added that she thought his comments were incredibly helpful and constructive and was heartened that he made them all remember that everybody in the city needs service, and a lot of the options on the table are important and worth considering, but we can't lose sight of the fact that we are a public agency here to serve everyone in the city. She went on to thank Chief Meyers for having all the statistics at the ready. She reported that for the first time in the couple of years that the EMS issue has been raised, she felt that there was some actual urgency on behalf of the Mayor's office to put in place some measures. She added that by no means does she think we're going to get everything that was asked for but she walked out of the meeting thinking they are prepared to do something that we might be able to see some real progress on the EMS response.

Commissioner Hardeman touched upon the Commissions appreciation of the Chief for attending all the previous mentioned functions as well as the funeral of the young boy that was stabbed to death. He also thanked the Command Staff. He mentioned that when he was a Commissioner on the Port, the cost to run equipment to get recordings was astronomical and it's expensive to have to think about. He went on to talk about the EMS and a recent trip he took to Alaska and the tour guide at one of the cities they stopped at said they were running into a similar problem. People were moving into their city without jobs and basically dragging down the look and atmosphere of the city besides the expense. He went on to describe that two years ago, that city paid for these people to go home and they now have almost a zero population of people abusing the resources. He stated that if San Francisco didn't have all these folks coming from other locations and bogging down our ambulances, we wouldn't be experiencing this EMS problem.

Commissioner Cleaveland stated he wanted to echo Vice President Evans' comments on the EMS working group that he participated in. He added that substantial progress was made in the discussion on beefing up and revitalizing the EMS here in the City. He went on to say that he is very encouraged and believes the Mayor's office is taking our situation very seriously and that the public should know that we're working towards some resolutions.

President Nakajo thanked Commissioner Cleaveland and stated that was exactly what he was looking for was feedback from both Commissioner Cleaveland and Commissioner Evans on the EMS budget committee and he was grateful for that. He then asked Chief Hayes-White to continue with the Operations Report, as Chief Gonzales was excused from the meeting.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

Chief Hayes-White reported for the period from August 13th through September 9th.

She reported there were five greater alarm fires. Chief Franklin was the incident commander for four out of the five and she acknowledged that he has had a very busy month. She described the second alarm on August 14th at 20th Street and San Carlos. It was an accidental fire, set off with a torch and the good news is there were no injuries. She continued with the details of the third alarm at San Jose Avenue and Ocean Avenue. It was an intense fire. The cause is undetermined at this time and she noted that the crews did a very good job and acknowledged that Commissioner Hardeman was there. She reported the second alarm on O'Farrell Street on August 30th. Assistant Chief Burke was in charge of that one. She reported that Truck 5 rescued an elderly gentleman from the fourth floor by bringing him down the fire escape and Truck 3 threw the 35-foot ladder up and rescued someone down the

ladder. At this time, it looks like this was an unspecified electrical failure cause and is deemed accidental. She continued with the fifth alarm at Mission and 22nd Streets. Chief Hayes-White acknowledged the presence of Commission Vice President Evans and Commissioner Covington at the fire. She added that the crews did a great job. There were some injuries but mostly smoke related, moderate to mild injuries. She added that it was a very stubborn fire and because the building was red tagged and the building is scheduled to come down. She concluded the greater alarm portion with describing the second alarm on September 5th at Corbett Avenue and Greystone Terrace. Chief Franklin went on to describe in detail the structure of the building.

Chief Hayes-White continued with the Bureau of Fire Prevention. She reported that four new inspectors have been assigned to the Bureau and they are working in various aspects as they get on board. She reported that Chief Wong and Chief Lombardi are working collaboratively with the Department of Public Works, Planning and MTA. She expressed her concern over Supervisor Wiener's three pieces of legislation regarding street width. She added we want to work collaboratively with him so he doesn't restrict our ability to weigh in on road width.

Chief Hayes-White reported that Fire Prevention is working on the permitting regarding upcoming events, including Hardly Strictly Bluegrass, the Oracle and Sales Force Conventions and Fleet Week. She also reported that revenues are projected to be on target. She mentioned the Bureau of Communications, under the direction of Battalion Chief Storti, continues to work on enhancements to the computer aided dispatch (CAD) to improve our response operations and they are also working on MDT replacement project. She touched briefly on EMS and that all of the ambulances were inspected and certified according to the policy of the local EMS agency the last week of August. She added that Chief Myers and Chief Lombardi are working with Capital Planning on an EMS business plan for the reason we think we need a space other that 1415 Evans. She concluded that DHR is working in conjunction with the EMS Division regarding the H-33 recue captain testing process, as the list expired last month.

Commissioner Cleaveland inquired about the relocation of Station 49 and the EMS Service. Chief Lombardi explained that he and Chief Myers have been meeting with Capital Planning and DPW to try and get it onto the health bond but many things must happen first. They are putting together a business plan to submit to the Mayor's office justifying the need for a new facility. He added that they have looked at 450 Toland as well as other sites and would be willing to share a lot with MTA. Commissioner Cleaveland suggested that now is the time to modify Supervisor Wiener's legislation and get some flexibility in it.

Commissioner Covington was happy about the four new investigators and the two acting investigators and stated she thinks they will be a tremendous help. She also thanked the administration for taking her suggestion in having an academy class that was spread out to the walls and thinks it will serve the Department well. Commissioner Covington also suggested that getting the word out to the public about those working ambulances arriving, as well as really highlighting why it took so long, the changeover from just replacing the parts and possibly authoring a Press Release.

Commissioner Hardeman asked about the Cummins engine for the fire boat. Chief Guzman explained that originally it was designed for CAD Builder Engines, but there was a little money savings going with Cummins.

Commissioner Covington expressed how very proud she was at the fifth alarm at Mission to see everyone working so well together. She mentioned even the behind the scenes events that show people we care, evacuating the pets, the caring attitude that was shown to residents who were trying to get into their places to get their pets and to see Chief Franklin in action was a pleasure. She added that she was very impressed with the safety officers.

Vice President Evans wanted to know if something could be revisited in terms of code

requirements and what's allowed and not allowed pertaining to the Mission Street building that caught fire. Chief Wong explained that two complaints came in regarding the building, one in 2009 and one in 2013. They were not cited, they were asked to widen their aisles, especially for the second egress, which they complied with. The complaints were closed as complying with the egress requirements. She added that as far as the fuel load, the Fire Department is mainly concerned about egress. There is a section regarding combustible material but that mostly has to deal with waste. So when people are trying to sell wears it gets a little dicey because it's not waste. It's not the responsibility of the SFFD to inspect low-rise occupancies. It would take a change, not only in the fire code but also the building code. Chief Wong continued that after the fifth alarm at Mission Bay, the Building Department and the Fire Department worked hand in hand to come out with a fire safety information bulletin regarding wood framed construction. Both the departments will work together in creating another information bulletin regarding stocking of retail stores.

President Nakajo expressed his appreciation to Assistant Chief Franklin and all the members that have responded to the above described fires, as well as the Commissioners who go out to the fires. He mentioned that it is valuable from an educational perspective for the Commissioners to be there and be eyewitnesses as to the goings on.

Chief Hayes-White told the story of when she first became Chief, she remembers going to a fire in the Richmond District and President Nakajo gave up his socks to someone that was displaced from the fire. President Nakajo added that it was not just his socks, but the shoes went with it. He then asked Chief Franklin if he could explain in more detail the fire at 22nd and Mission. Chief Franklin gave a narrative of the events that took place putting the fire out.

President Nakajo touched upon Supervisor Wiener's legislation and was concerned that there seemed to be no wiggle room and wanted to know why there wasn't consideration for the Department's interests. Chief Hayes-White explained that she shared his observations and has asked Chief Wong and her staff to take a look at other jurisdictions. She thought that most don't have the restrictive language hindering the SFFD to have the weigh in on fire-related issues, emergency response. Chief Wong stated it is her belief that San Francisco is the only one that is being legislatively handcuffed. Chief Hayes-White added that it's going to affect response times and it's going to have some safety issues for our members. She would like to engage Local 798 to get in and help support this as well. She stated that it is not good legislation.

There was no public comment on Agenda Item 5.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING
Discussion regarding agenda for the September 25, 2014 regular meeting

- San Francisco Firefighters Cancer Prevention Foundation
- Certificate of Acknowledgment of heroic efforts of Recology Employee Mike Jones
- Portable Water Supply System

There was no public comment on Agenda Item 6.

6. ADJOURNMENT

President Nakajo adjourned the meeting in memory of all of the 9/11 victims and heroes at approximately 5:20 PM.

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FIRE COMMISSION SPECIAL MEETING
September 18, 2014 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

Commissioner Vice President Andrea Evans, Hearing Officer

2. CASE NO. 2014-06: HEARING ON SUSPENSION APPEAL

Hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from an Ten-day suspension for violation of the Rules and Regulations as follows:

Section 906 -- Response
Section 917 -- Notification
Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 2805 – Leadership
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3921 – Inattention to Duty
Section 3937 -- Reporting Emergencies

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This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Tuesday, September 23, 2014 - 9:30 a.m.
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

   Vice President Andrea Evans

2. **CASE NO. 2014-03: HEARING ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS:**

   Section 2817 – Reports
   Section 3921 – Inattention to Duty
   Section 4004.D – Investigation Process; Cooperating with Investigation
   General Order 11 A-64 - Online Daily Checklists
   Vehicle Operations Manual – Section 3 - Right of Way
   Vehicle Operations Manual – Section 4 – Tractor/Trailer Driving

   This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

   A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

   Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

   B. Decision by Hearing Officer on whether to hold the hearing on the verified complaint in Closed Session

   C. Hearing on verified complaint (in open or Closed Session, per the Hearing Officer's decision)

   D. If Closed Session is held, reconvene in Open Session

3. **ADJOURNMENT**

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, September 25, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PRESENTATION OF CERTIFICATE OF APPRECIATION

Presentation of Certificate to Recology Employee Mike Jones for his heroic actions on July 22, 2014

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes

a. Minutes from the Regular Meeting on August 28, 2014.

5. PRESENTATION FROM SAN FRANCISCO FIREFIGHTERS CANCER PREVENTION FOUNDATION

Presentation from the San Francisco Firefighters Cancer Prevention Foundation

6 CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to the Portable Water Supply System

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the October 9, 2014 regular meeting.

8. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic

Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, September 25, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration
ADC s	
Ken Lombardi	Support Services
Dale Carnes	Airport Division
Jeff Myers	EMS
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Smith	Division 2
Dave Franklin	Division 3
Staff	
Mark Corso	CFO
Clement Yeh	EMS Medical Director
Jesusa Bushong	Department Personnel Officer

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2. PUBLIC COMMENT

The following people spoke in support of Chief Hayes-White:Police Chief Suhr, Micki Callahan, Jennifer Johnston, Phil Ginsberg, Diarmuid Philpott, Liam Frost, Valerie McGrew, Kathleen Dowling McDonough, John Fitch, Dan Dunnigan, Kathy Scharetg, Joe O'Donahue, Zeus D. Reed, Angus McCarthy, Richard Kochevar, John Hanley, Mindy Talmadge, Monique Moyer, Anthony Rivera, Sharon McCarthy Allen, Fionnuala McElligott, Leo Martinez, and Victor Makras

3. PRESENTATION OF CERTIFICATE OF APPRECIATION
Presentation of Certificate to Recology Employee Mike Jones for his heroic actions on July 22, 2014

Chief Hayes-White presented Mr. Jones with a Certificate from the SFFD for his heroic actions on July 22, 2014 at the suggestion of Commissioner Covington. She went on to explain that Mr. Jones was working for Recology on the morning of July 22, 2014 when he was emptying a garbage bin into his truck and he heard someone banging on the trailer of his truck. Mr. Jones immediately drove a few blocks to Station 22 where fire crews were able to extricate the man. She thanked him for the great work that he did to assist the Department and being part of the 9-1-1 chain that day. Mr. Jones thanked the Department for the award and the firefighters because he thinks they were the true heroes. He introduced his supervisor Maurice

Quinlan who gave a brief overview of his work history with Mr. Jones. Commissioner Covington also gave a shout out for Mr. Jones and told him he was a true professional.

4. APPROVAL OF MINUTES

Discussion and possible action to adopt minutes from the Regular Meeting on Thursday, August 28, 2014

Commissioner Hardeman Moved to approve the Minutes. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of August 28, 2014 was unanimous.

There was no public comment on Item 3.

5. PRESENTATION FROM SAN FRANCISCO FIREFIGHTERS CANCER PREVENTION FOUNDATION

Presentation from the San Francisco Firefighters Cancer Prevention Foundation

President Nakajo thanked and welcomed the San Francisco Firefighters Cancer Prevention Foundation and introduced Mr. Tony Stefani. Mr. Stefani explained that he is a retired captain with the SFFD with 20 years of service. He stated that he's the founder and President of the SFFCPF, a nonprofit Foundation that has been dedicated to the early detection and prevention of cancer in both active and retired firefighters since 2006. He went on to say the Foundation has been involved in studies with major medical institutions throughout the United States and that in 2007 they partnered with the University of San Francisco's Urology Department to conduct a first of its kind study of the genital urinary system. The conclusion was that firefighters did have higher rates of bladder cancer. In 2009 they were contacted by Dr. Arlene Bloom, bio-physical chemist at U.C. Berkeley expressing her concerns about the toxicity of flame retardant chemicals and if they were aware of the situation working with these chemicals. They agreed to be part of a study that took place at Wadworth Center in New York State, Department of Health. He went on to explain the technique and findings of that study. He said the first phase of the NIOSH study was published this last fall and it confirmed what they thought all along, that there is a higher rate of oral cancer, digestive cancer, respiratory cancer and cancer of the genital urinary system, two times the rate of mesothelioma, and higher rates of prostate cancer in men under the age of 65. He continued that in 2012 they became aware of higher rates of breast cancer in female firefighters in San Francisco and they put together a meeting inviting breast cancer advocates and researchers to attend. He continued with explanations and conclusions of further cancer studies they have participated in. He touched upon the grants and funding they received and explained the goal of the Foundation is prevention of cancer. He added that they stress the importance of decontamination and explained the procedures and recommendations of decontamination. He commented that there should be some type of procedure, standard operating procedures that needs to be followed.

He explained that the Foundation has taken a role in advocacy, giving supporting testimony on legislation at both the state and national level to reduce toxic chemical exposures, not only to firefighters, but the population in general. He added that another service the Foundation has provided is mentoring and supporting the firefighters that are diagnosed with cancer. He concluded by saying that he is very proud of what the Foundation has accomplished in the last eight years, it is something he didn't think was possible. He added that the Foundation would eventually like to see a $25,000 line item in the department's budget that would greatly help them with screenings that they provide on a yearly basis. He concluded that the Board of Directors is made of both active and retired firefighters, as well as consulting physicians and no one on the Foundation Board receives a salary.

President Nakajo introduced Mr. Gary Massetani to continue with the overview of the Foundation. Mr. Massetani acknowledged what an honor it is to work with the group at the Foundation. He went on to describe the NMP22 screening process and how they have extended the lives of active and retired firefighters. He continued with explaining the

collaboration they have with support network groups in Southern California and mentioned the fundraiser that took place in August. He took the opportunity to express his appreciation to speak at the Commission meeting and asked everyone to remember all the brothers and sisters who have passed on and to the ones who are fighting cancer right now and reassured the audience that they are doing everything they can to help them out.

Questions and answers took place between the Commissioners and the presenters. They covered state legislation on prohibiting fire retardants that have carcinogenic in them. All the Commissioners expressed their thanks and how grateful they are that they have formed this Foundation and getting the word out for the firefighter's protection and prevention of cancer in the workplace. They touched briefly on funding and how 90 percent comes from the firefighters themselves. Commissioner Covington recommended that they be invited to speak at recruit classes as she thought it would be helpful to let new recruits know about how to be safe and to help change some of the culture.

Mr. Stefani added that they have had complete cooperation from the Administration, Local 798 and the rest of the organizations; they are behind them 100 percent. Vice President Evans wanted to know if they looked into getting a standard operating procedure during the whole process and perhaps seeing if other cities that have protocols that they can study and learn from. Mr. Stefani replied that the Administration is working on that now.

Firefighter Keith Onishi was invited to speak by President Nakajo. President Nakajo wanted to know if the younger members are conscious of these issues that have been brought up. Mr. Onishi confirmed that they did, although it took a while but after watching a video and finding out how many people get cancer, which is about one out of every two people, they get it.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget and overview of EMS Division operations and challenges

Chief Hayes-White's report covered the time period since the last meeting which was on September 11. She mentioned that it has been a difficult week for her, but she expressed that she has reached out to all of the employee organizations. She confirmed that she meets regularly with Local 798 and in fact she met with them last week and if they need to meet more often, she definitely will. She added that she was somewhat surprised by what happened this week with the employee groups and their executive boards getting together to go against her, as she always has an open-door policy. She noted that it was unfortunate that it went down this path and she assured the Commission that she will continue to reach out and collaborate with them. She further noted that she has had to make some difficult decisions over the course of her career, specifically the last 10 years as chief. She added that as much as she is a consensus builder, she recognizes that as the leader of the Department, she has to make decisions that are not always popular and they are done in the best interest of the Department and the City.

Chief Hayes-White commented that the Department is evolving. She stated that EMS used to be in the Department of Public Health and on July 1st, 1997 it merged over into the Fire Department and it's been a moving target. They tried different scheduling systems to improve it. When the Department lost the EOA in 2008, the Department lost a lot of traction. She adamantly fought against it. She mentioned there was no ability to ramp up or to fund EMS since 2012 when everyone worked collectively to get the EOA restored, and they have made progress. She added that we've also seen the city grow and 911 call volume increase which also puts a strain on the system. She made it very clear that it's important to know that when someone calls 911, one of the engine companies will get there anywhere in the city within about a five minute period of time. Those members will mitigate the circumstances performing an assessment, administering oxygen and taking care of the patient to triage and treat them. She does remain concerned about the transport time. She said that they have made

good progress and seeing results with the 35 new additional EMTs that hit the streets on August 30th, although it's early, there is a downward trend in the response times.

Chief Hayes-White acknowledged her appreciation of the participation of Commissioner Cleaveland and Vice President Evans at the newly formed workgroup. She mentioned they have met five times and are very serious about the work. She acknowledged the presence of Supervisor Breed at the last two meetings and she thinks that may have given her a better understanding of the layers of complexity related to this system. She added that it's not a stagnant system, that it's growing and they need to make sure they can convince the Mayor's office and Controller's office that it needs to be adequately funded. She believes more EMT's and medics are needed to staff the rigs, ambulances and to bring transport times down. She feels they are making amazing progress and they have an agreement from two private partners, King American and American Medical Response who will dedicate additional ambulances into the 911 system as opposed to pulling them off and taking private calls. She added that these are some of the short term immediate solutions, and she's seeing relief on the system. As far as long term, she believes that more bodies and more full-time equivalents are needed. She is confident that working together, they will continue to come up with solutions related to this specific challenge that the Department is going through at this time.

Chief Hayes-White touched on the sensitive issues related to Treasure Island. She reiterated that members of Station 48 had to move due to health and safety issues related to mold. They moved them into a training facility where they are much healthier and safer. She realizes it's not a firehouse and that it's difficult to work in those conditions even though under the direction of Chief Guzman and Assistant Deputy Chief Lombardi, they have made it as good as it can be. Treasure Island has not been invested in, in many years. She continued that there were no other facilities available that would work in order for members to carry out the operations necessary in an emergency. She added that they were successful in securing 1.5 million dollars in capital budget toward getting a temporary new modular structure and are currently working with the Department of Public Works who is now handling this project. She is currently working on trying to expedite the process.

Chief Hayes-White mentioned that the Division of Training is doing a phenomenal job. She continued that the four members, under the leadership of Assistant Chief Siragusa and Battalion Chief Velo led a strike team to the King Fire and are expected back tonight. They did a tremendous job and she is happy to have them back home safely. She mentioned the Airport drill that was well coordinated and that it is always good to continue to train across multiple agencies.

Chief Hayes-White proceeded to describe the unique vehicle called a quad ski that is worth about $40,000.00 and is going to be gifted to the Department with the Commission's approval at a later date. She added that we definitely need to justify the nexus and it would be a gift received from Mark Benioff from Salesforce and who is appreciative of the good work that the Fire Department does. She added that she appreciates Mr. Benioff and his generosity throughout the city.

Chief Hayes-White thanked the Commissioners for attending the Police/Fire mass on September 14, 2014. She concluded with a reminder that there is a host of activities for Fleet Week, including the Italian Heritage Day Parade.

Commissioner Cleaveland acknowledged what a difficult week if was for the Chief, as well as for the Fire Commission and all the members of the Department to be under such scrutiny. He was heartened to see all the people that turned out to testify in support about the Chief's service and character and how much she cares about San Francisco and everyone in the City and within the Fire Department. He stated how proud he was of the Chief, and believes because of the working group, they are coming to some very good solutions, both short term and long term. He believes with the collaboration with all the parties involved they will come up with something that will meet the demand and needs of the City and it will be done in the right way.

Commissioner Hardeman mentioned that he read that the response times for the engines is 4.7 minutes and he didn't realize they were that low. Chief Hayes-White added that there are typically three thresholds. The goal is to get the first unit on scene of an emergency between four and a half and five minutes. Next, is a seven minute threshold which we try and adhere to get an ALS person on the scene of an emergency, a paramedic with Advance Life Support Skills. Then the 10 minute threshold is the whole reason that we've had this issue with the transport time, to get an ambulance on scene for a life-threatening emergency is a 10 minute timeframe.

Commissioner Hardeman expressed his regrets that he's been reading in the press. He feels ashamed an elected official would attack this Department the way it has been attacked in the newspaper. He thinks it's very unprofessional, undignified, and he doesn't think that's the kind of behavior he wants from an elected official in San Francisco. He mentioned that from over a hundred people that he received communications from, no one agrees with anything that was stated by this Supervisor.

Vice President Evans took the opportunity to address some of the issues that have been developing over the course of time at the Department and she thinks that the right people are at the table of the working group and hopefully they can address the situation sooner rather than later. She acknowledged the budget constraints but at the end of the day, she feels there is a heightened attention that's been brought to the issue and that will generate some solutions. She is optimistic that they'll get this situation under control.

Vice President Evans touched on Station 48 and Chief Lombardi explained the reasons for the delays and how they are trying to expedite the project. Chief Hayes-White added that they will be going out to update the members of Station 48.

Chief Hayes-White stated she feels she has very good lines of communications, but if at any time the Commissioners would like to attend or participate in the employee group meetings, she would appreciate that. She added that to have such a difficult week and have angry things mentioned and then not have anyone follow up on that tonight, really surprised her. She thought it was odd that with such charged language and drastic measures that were taken she was surprised that there was no expression of concern in this open forum in front of the five Commissioners.

Vice President Evans suggested perhaps down the road when the Agenda is clear, that Chief Siragusa or Chief Velo could give an update on their insights from the King Fire.

Commissioner Covington also shared her concerns for the members of Station 48 and thinks that maybe this subject should come up in the workgroup meetings. Chief Hayes-White shared those concerns as well as Commissioner Cleaveland. Commissioner Cleaveland thinks we should insist that the Fire Department and the Police Department, who are protecting public safety, need to be given expedited service when it comes to purchasing equipment that is needed to do the job of protecting the public. Chief Hayes-White added that she is meeting with the Mayor and will raise the issue and will follow up with Director Nuru to go over his timeframe. There was further discussion on the developments of the Station 48 project.

Commissioner Nakajo stated he looks forward to getting a report pertaining to the newly formed workgroup. He added that the workgroup is important because it encompasses and involves all of our participation, including Department members, Commissioners, and the Mayor's office. Chief Hayes-White added that it's basically all of the stakeholders. It included Local 798, two Fire Commissioners and Supervisor Breed has been asked to participate as a member of the workgroup. It also includes several members of the Fire Department, Dr. Yeh, who she thinks has a unique perspective because he's the medical director, not only for the Department but for the Department of Emergency Management; Anne Kronenberg and some of her staff from DEM , the Controller's office, Peg Stevenson, and the Mayor's Budget Office. President Nakajo stated it sounds like a very comprehensive

workgroup and he can understand coming up with a work plan. He was concerned about funding, but stated if there's a will there's a way.

President Nakajo asked for clarification on statements made by Supervisor Breed wherein she refers to the funding and resources that the Department has received and they have not purchased the ambulances. Chief Hayes-White answered not discounting that there are huge challenges that the Department faces, there is a tremendous amount of misinformation that has been put out to the public, unfortunately it instills a panic or fear and it's not healthy and she thinks it's irresponsible. The Department has in fact purchased the ambulances and some of them are coming as early as December. They have all been ordered. President Nakajo acknowledged that Supervisor Breeds public comments really hurt the Department. Chief Hayes-White stated that reports stating patients are being transported in the back of police cars are absolutely not happening. She added that these reports are irresponsible and it's not fair.

President Nakajo announced that he's happy the private ambulances are stepping up and participating in more emergency responses. He encouraged Chief Hayes-White to keep the discussions going, particularly with Supervisor Breed and to continue to reach out to the employee groups.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman reported on the month of September 2014. He stated that Support Services continues to manage the many ESER projects, which include window replacements, exterior paint jobs, shower reconstruction, roofs and emergency generator installations. He continued that Chief Hayes-White, Chief Lombardi, and his self are working with Department of Public Works to expedite the delivery and installation of our new modular facilities to our Treasure Island firehouse. We have identified and verified that the site in question is feasible and that we have access to utilities. DPW is in the process of completing the design and bid documents before we move into the bid and award phase. Station 36 is on schedule for completion in a November/December timeframe. The Public Safety Building, Station 4, is also on target for the end of this year. The anticipated start of Station 16 will be by April of 2015. Station 35 is back on track. Assistant Deputy Chief Lombardi continues to meet with the Port, BCDC, and Planning. The 10 engines that were ordered, all 10 have been delivered.

Chief Guzman stated that Assistant Deputy Chief Raemona Williams and her staff are very busy. The 117th recruit classed is in their 5th of a 17 week academy. He added that on August 29th, 35 EMT's graduated from the seventy-eighth H-3 Level 1 academy, and tonight, Chief Williams will welcome 35 new members into our Department's fire reserves at the Division of Training. All of these members of the fire reserve are sworn volunteers. They meet every Thursday where they are trained on basic first responder techniques including fire suppression, surf and rescue, and BLS emergency medical skills. These volunteers respond to large scale emergencies including greater alarms as well as natural and man-made disasters.

Chief Guzman explained that the Division of Homeland Security participated in the 2014 Urban Shield Exercise on September 6th and 7th. He touched upon working with City Hall's Emergency Response Manager, the Mayor's Office of Disability, and the San Francisco Sheriff's Department for an upcoming active shooter drill that's going to occur at City Hall on October 2nd. Chief Guzman stated that Mark Corso of the Division of Finance is very busy finalizing the close out process for fiscal year 13-14 budget where we anticipate coming in on budget. The Department continues to see strong revenues from the Bureau of Fire Prevention, and as per normal operations, we've seen a high level of overtime at the beginning of this fiscal year due to summer months, mutual aid events, and a number of special events. Overtime is anticipated to decrease as we move into the fall and winter months, as well as the new recruit class that will graduate at the end of December.

President Nakajo decided that Chief Guzman could do his presentation on the Portable Water Supply System at the October 23, 2014 meeting.

Chief Hayes-White passed out a letter received from Jackie Fong, the purchaser that the Department works with as well as Naomi Kelly. She asked that it be read into the record. Commissioner Covington at the request of President Nakajo read the following:

September 25th, 2014.

Honorable Steven Nakajo
President of the San Francisco Fire Commission

Re: Working with Chief Joanne Hayes-White to improve the procurement of equipment and increased resources for the San Francisco Fire Department.

Dear President Nakajo and members of the Fire Commission,

We write today because our offices are often discussed when you review public policy equipment procurement and maintenance. Currently we are working with Chief Hayes-White and her staff to procure ambulances, 100-foot tractor drawn aerial, triple combination pumper, a new fireboat, and more. In addition, Central Shops provides maintenance to the Fire Department vehicles that are part of our city fleet.

Chief Hayes-White has always responded to our requests in a timely, professional, and effective manner. In addition, she has proposed new and innovative ways to solve some of these challenges and I am certain that these new procedures increase efficiency moving forward.

1. Complexity of Fire Department Purchases.

Fire Department purchases, by their nature, are complex. Specifications must be developed and implemented to guarantee public safety. This work, which is specialized and involves agencies including SFFD, OCA, and Central Shops, can take months and must be completed prior to our issuing Requests for Proposals.

Since these matters implicate public safety, we are careful to ensure that these specifications are thoroughly reviewed and correctly spelled out. That may mean rounds of discussion between the parties. It is best to get it right rather than focus solely on timing in these cases.

Once the purchase order is made with available funds, the equipment must be built from scratch. This adds time to the delivery date but provides opportunity for SFFD and Central Shops staff to ensure that the equipment is being built correctly and safely. Finally, when equipment is delivered, Central Shops and SFFD test the equipment and prepare it for entering fleet.

2. SFFD Assistance in the Process Improvements.

Chief Hayes-White and Mark Corso have worked closely with our offices to improve processes. When we were at risk of losing federal grant money for the fireboat everyone contacted federal officials to gain an extension. After we were collectively successful, Chief Hayes-White and Mr. Corso worked with Purchasing to guarantee the on-time delivery of that fireboat with the required local match. It also opened a dialogue about how to improve processes overall.

Once specifications are developed, there are a number of ways the City can improve procurement. The methods we were using took up to 12 months of lead time, which has now been reduced to about six months. We have moved the Fire Department to

what are known as "term contracts". A term contract ensures that the department can issue what is known as a purchase order to simply buy equipment when is it needed. Term contracts can be entered into regardless of budget appropriations, and are "as needed" to provide greater flexibility.

Past practice for procuring a Fire Department vehicle required the development of the vehicle specifications by the city's vehicle specification writer. To expedite and improve this process that duty has been transferred to the Central Shops fire mechanics. These individuals are more knowledgeable of Fire Department needs and available to assist immediately rather than working with multiple departments.

Finally, we are improving maintenance at Central Shops. A new procedure will be implemented that would set a maximum threshold for the number of fire department vehicles awaiting maintenance at Central Shops. If this threshold is exceeded, we would pull in additional resources to expedite the repairs, and return the vehicles back to the fire department more quickly.

3. Moving Forward.

Please know we are available to discuss any issue or concern of yours or the Commission, Chief Hayes-White, or members of the department. We are committed to working together to ensure a safe San Francisco.

Sincerely, Naomi M. Kelly, City Administrator, and Jackie Fong, Purchaser.

There was no public comment on Item 6.

7. **AGENDA FOR NEXT FIRE COMMISSION MEETING**
Discussion regarding agenda for the October 6, 2014 regular meeting

- Presentation from Vision Zero
- Discussions with Supervisor Wiener re: new legislation

There was no public comment on Agenda Item 7.

7. **ADJOURNMENT**

President Nakajo adjourned the meeting at approximately 7:05 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, October 9, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PRESENTATION FROM WALK SAN FRANCISCO
Presentation from Walk San Francisco and their Vision Zero goal of Reducing Traffic Deaths to Zero in 10 Years

4. PROPOSED LEGISLATIVE UPDATE FROM SUPERVISOR WIENER
Report on proposed legislation Supervisor Wiener is suggesting regarding Street Width and other changes that may impact emergency response

5. RESOLUTION 2014-02
Discussion regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

6. COMMUNICATIONS *[Discussion]*
(September 22-October3, 2014)

1. various emails and letters received in support of Chief Hayes-White from the following: Adriana Leiva;Sandra Whatmore, Gerald Simon, Michael Whatmore, Jennifer Fallon, Lilibeth Bonifacio, Jennifer Dugan, William Fitzgerald, Diane Ribera, Greg Corvi, Seana Patankar, Stacy Treco, Thomas Sullivan, Sean Komarmy, Patrick Coakley, Camelin Blackstone, Martina Murphy, Fiona Ryle, Colette Kelly, Sandy Gadolfo, Mary Kate Sullivan, Breeda Keane, Maurice McEligott, Patricia Breslin, Mary Gilbert, Joy Morello, Stephen Kerford, Burns, Margaret O'Driscoll, Kathy McEvoy, Laura Sullivan Van Zandt, Dan Buick, Sylvia Flores, Paul O'Driscoll, Kathleen DiGrande, Audrey Joseph, Ken Peralta, Julie O'Brien, Ron Lewin, Derek Gaskin, Maureen and Michael

McLaughlin, Imelda Daly, Kelley O'Brien, Gail Goldyne, Brian Davis, Peter Fortune, Kit Haskell, Dennis Kenney, Jim Maxwell, Julie Keith, Nataly Viderman, Maurice Casey, Howard & Minnie Chen, Judith Robinson, Vicki Chiang, Cher Gould, Caroline McGrillen, Connie Fitzgerald, Kevin Roche, Kathy Murphy,

2. FF Justin Apostoli dated 10/1/14

3. Emilia DeLuz

7. LEAVE OF ABSENCE ***[Discussion and possible action]***

Discussion and possible action to approve Chief of Department's request for leave of absence with pay for two days, Wednesday October 15 and Thursday, October 16, 2014, to attend the 2014 Community Preparedness Lessons Learned Conference in Scottsdale, Arizona. Deputy Chief Mark Gonzales will serve as acting Chief of Department. There will be no cost to the Department for her attendance

8. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Meeting on September 11, 2014

9. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

10. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the October 23, 2014 regular meeting.

11. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION ***[Discussion and Possible Action]***

1) Public comment on all matters pertaining to this agenda, including subpart A and B.
2) Vote on decision whether to go into closed session.

A. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion and Possible Action).

B. Dr. Ramon Terrazas, Department Physician
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of Department Physician (Discussion and Possible Action).

C. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

12. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, October 9, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Stephen Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration
ADC s	
Dale Carnes	Airport Division
Jeff Myers	EMS
Ken Lombardi	Support Services
Alec Balmy	Bureau of Fire Prevention
Assistant Chiefs	
Art Kenney	Division 2
Marty Ross	Division 3
Staff	
Mark Corso	CFO
Clement Yeh -	EMS Medical Director

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2. PUBLIC COMMENT

Iris Fluellen spoke about the Omega Boys Club and handed out the annual reports for the Commissioners. She stated that the Omega Boys Club Alive and Free is to keep young people at risk alive and free from incarceration. She gave a brief history of the Club. She added that they have been in existence for almost 28 years.

George Lau, former Fire Commissioner spoke in support of Chief Hayes-White. He stated that Members should not be working on just achieving a certain Union agenda, and they should realize that the Chief has done nothing wrong.

Mark Payne, retired firefighter, stated he thinks it's time for a change and to start by replacing Chief Hayes.

Nathan Shapiro, a proud member of the Department expressed his concerns regarding fire engines being stripped of their paramedics, either permanently or part of the time. He believes a paramedic should be put back on the engines immediately and that everyone deserves the same service in the City.

Angelo Quaranta, a San Francisco resident stated that Chief Hayes-White is a great Chief.

John Alexander Lowell, a resident of the City of San Francisco and serves on the Pedestrian Safety Advisory Committee came to encourage the Commission to talk to Muhammad Nuru, Director of the Department of Public Works on how to coordinate city street design and redevelopment to ensure effective timing occurs for response of medical and fire emergencies in the City of San Francisco.

Gary Massetani, retired Deputy Chief, acknowledged Engine 35 and Medic 55, for responding to his 87 year old aunt's house and transporting her to General Hospital. He also expressed his support of Chief Hayes-White and stated she is always professional, respectful, consistent and committed to the betterment of the Department.

Al Gogoberry, retired firefighter spoke in support of Chief Hayes-White.

3. PRESENTATION FROM WALK SAN FRANCISCO

Presentation from Walk San Francisco and their Vision Zero goal of Reducing Traffic Deaths to Zero in 10 Years

President Nakajo invited Megan Wier and Timothy Papandreou up to present on the Vision Zero Goals. Chief Hayes-White took the time while they were getting ready to state that the Fire Department is committed to working collaboratively to make sure we have one of the safest cities in America, particularly as it comes to pedestrian safety as well as bicycle safety. She added that the Fire Department are the first responders to any medical emergency and she's delighted to be working and partnering to ensure Vision Zero is a reality.

Megan Wier, from the San Francisco Department of Public Health and co-chair of the City's Vision Task Force thanked the Chief and Commissioners for having them. She added that they are grateful to be able to work with the Fire Department toward achieving Vision Zero. She went on to provide background and statistics regarding traffic safety focusing on pedestrian safety in the City. (The PowerPoint Presentation can be obtained from the Commission Secretary's Office by calling (415) 558-3451). Ms. Wier added that it's important with respect to understanding the need to prevent injuries and death, their work is focusing on how to slow down cars so that people can survive. She voiced her concern that the cost of pedestrian accidents costs San Francisco General Hospital $15,000,000.00 each year. She concluded by stating that thanks to the work of Walk San Francisco and the Bicycle Coalition and the leadership within the City, Vision Zero has a goal of eliminating traffic deaths in the City by 2024.

Timothy Papandreou, Director of Strategic Planning for the San Francisco Municipal Transportation Agency and co-chair of the Vision Zero Task Force expressed his excitement to be able to present to the Commission and stated that they are really proud that Chief Hayes-White is supporting this effort. He stated that Vision Zero is a policy that they're trying to implement in the City and needs to be passed at City level and State Level to allow them to support the programs that will actually help achieve the policy. He went on to say that they need to focus on working together to develop policies and programs to reduce the instances where people get injured and killed and getting to the goals of Vision Zero. He added that the term Vision Zero comes from Northern Europe, and basically means that the concept of Vision Zero is that saving life is the highest priority. He described the five key areas they are focusing on which are engineering, education, enforcement, evaluation and policy to develop all the key measures that they will be coming forward with and an action plan very soon. He concluded by stating that data is going to be very important to make sure that they're actually targeting prevention. He once again thanked the Commission for the opportunity to make this presentation.

President Nakajo called for public Comment.

The following folks spoke in support of the Vision Zero Goals: Nicole Schneider, Executive Director of Walk San Francisco, whose mission is to make San Francisco safer so that people can walk and have a healthy workable city. John Alex Lowell, serves on the Pedestrian Safety Advisor Committee and stated that the Commission's approval of Vision Zero would further assist the program to be further implemented in the City of San Francisco to achieve the goal of reducing the number s of traffic fatalities in the City of San Francisco by 2024. Tyler Frisbee, Policy Director at the San Francisco Bicycle Coalition took a moment to say thank you for the consideration of this proposal as Megan and Tim both outlined.

Commissioner Cleaveland thanked them for their presentation. He wanted to know how much road design would make a difference and he wanted to hear more about why they think the Fire Department should relinquish its ability to have the last say as to whether a street is navigable or not by a fire truck and he thought it's a pretty serious issue for the Fire Department to give away its ability to say whether a street is navigable or not. Commissioner Cleaveland added that all interested parties need to come together at some reasonable accommodation so that all parties can have some input on street designs in the most vulnerable areas of the City that have the highest number of accidents. He thinks they can reach an accommodation on this but he does not think the Fire Department should give up its right to trump the decision. He praised Vision Zero's efforts and the participation by Walk SF and by the SFBC and Supervisor Wiener.

Chief Hayes-White added that what she has learned through this process is that with street design, if it's made so that cars travel slower, the opportunity for someone to be less injured because it's a lower speed accident, is very much a reality. She added that they are trying to work together to design something that would allow the Department apparatus, in the event of an emergency, to go into a bike lane or dedicated bus lane and things like that.

President Nakajo confirmed that the resolution on the agenda is not up for adoption. It's for presentation and discussion

Commissioner Covington thanked them for their presentation. She suggested looking into enforcement and speed bumps as a solution to the resolution to a lot of the problems that have been raised. Ms. Wier confirmed that the Police Department is a key partner in the Vision Zero efforts. Commissioner Covington asked if they were concentrating on distracted drivers and Mr. Papandreou said they are trying to figure out the best way for education and outreach campaigns to try and educate people and encourage them to look out for each other and pay attention. He acknowledged it's an ongoing challenge. Commissioner Covington asked what other cities are being looked at and that San Francisco is being compared to. Mr. Wier responded that New York, Boston, Portland, Seattle, Washington DC and Los Angeles are being compared, as well as cities in Sweden, New Zealand and Australia.

Vice President Evans asked for clarification on vulnerable user legislation. Mr. Papandreou explained that outside of the US there are vulnerable users' protection acts that basically say that if you are a driver and you hit a pedestrian or person bicycling, you're at fault and they're trying to get that in place for California. Vice President Evans asked if that would be regardless of what the pedestrian is doing, like building into the law the assumption that the driver is at fault. Mr. Papandreou stated that that was correct and Vice President Evans disagreed with that because she sees pedestrians walking with their heads down all the time and it's incredibly dangerous as a driver.

President Nakajo acknowledged that the Commission accommodated both Walk San Francisco and Vision Zero in the spirit of cooperation and education and thanked them for their presentation.

4. PROPOSED LEGISLATIVE UPDATE FROM SUPERVISOR WIENER
Report on proposed legislation Supervisor Wiener is suggesting regarding Street Width and other changes that may impact emergency response

President Nakajo welcomed Supervisor Wiener and told him they were honored to have him speak. Supervisor Wiener stated that he has always been a very strong supporter of the Fire Department. He's been on the Budget Committee for 4 years and every year the Chief has someone giving her a rough time when it comes time to deal with the Department's budget, whether it's her budget analyst or one of his colleagues, and he stands with the Department on these budget issues because he's a big believer in making sure they're investing in public safety. He continued on with his perspective on street design. He stated that as the City is growing, the streets become more crowded and there are more cars, bikes, pedestrians, transit riders and that street design matters. In his view, if they keep doing things the way they've been doing it for many years, it's going to be an absolute mess and it will be harder for everyone, including fire trucks to do anything in San Francisco with the rate that congestion is growing and because of our failure to really invest money where our mouth is when it comes to being a transit first city. He reiterated that street design really does matter and education and enforcement are also incredibly important. He stressed that by designing narrower streets, cars will go slower, and studies have confirmed this. He continued on with his presentation in support of street design, the importance of pedestrian and bike safety and the Department's role in street design. He continued with further discussion pertaining to legislation he has drafted, including two fire code amendments as well as bulb outs, and traffic calming. He concluded by stating that he does not think that one department should have complete veto power over fire codes.

Commissioner Cleaveland asked if the City was looking at the impact of speed bumps on fire trucks. Supervisor Weiner explained that MTA no longer installs speed bumps, they now use speed cushions which are much easier to navigate but not as favorable with traffic calming. He added that traffic calming can be simple, like having trees and vegetation which tends to slow down drivers. He added that in addition to education, enforcement and engineering is having good street design that makes the streets safer.

Commissioner Hardeman expressed his appreciation to Supervisor Wiener for his presentation and his vested interest in the Fire Department. Commissioner Hardeman also commented that he sees distracted pedestrians looking at their cell phones crossing streets and that probably contributes to some of the accidents.

Vice President Evans asked if the draft legislation would delete the Fire Marshal's ability to approve or disapprove traffic calming. Supervisor Wiener explained that the Fire Marshal for many years did not have that veto power and the Fire Department's point of view was taken into account. MTA was extremely sensitive to some concerns expressed by the Fire Department and there were some things that were being considered that MTA did not do because of the Fire Department was very concerned about the impact on its trucks, so he doesn't think that would change. He added that the Fire Department is not the only department that has a disagreement. It happens among all the departments and when there is a disagreement, the Mayor's office will convene a meeting where they all come together to work

it out. He added that it needs to be collaborative. Further discussions ensued pertaining to the growth of population in the City, more cars, more traffic and the need to get more people out of their cars and providing better public transportation

Commissioner Covington thanked Superior Wiener for providing this information and his ongoing support of the Department. She asked for clarification on his two initiatives. Supervisor Wiener explained that there are two fire code amendments, one is removing the provision that was recently imported into the code giving the Fire Marshal veto power over traffic calming and making explicit that Appendix D with the 26-foot clear presumption is not part of the code.

Chief Hayes-White acknowledged the work of the Bureau of Fire Prevention under the direction of Fire Marshal Michie Wong, as well as in conjunction with Ken Lombardi, Chief of the Division of Support Services who worked closely together, along with Supervisor Wiener's office to work towards a compromise. She added that they do want to compromise but they don't want to put the Department in a situation where there is new construction being built in the City, such as the Hunter's Point/Candlestick Point Project, roughly 10,000 new units and about 30,000 new residents, and we want to make sure we're very careful so that we can complete our mission about getting there safely and being able to navigate through and possibly relocate our apparatus in the event that we need to. She added, as an example, the Mission Bay building that was under construction and what a very difficult time they had positioning some rigs. She added that it was such an intense fire that the building across the street activated the sprinklers and did a lot of damage. The width of that street was 52 feet and lessons were learned that day and that's why we're very vigilant about making sure we have the ability to be good partners. She added that realistically the fact that even though we're all trying to make it a transit first city, there are some people, including herself, that would love to be more transit oriented, but being able to get to the emergency safely and implementing the Department's mission statement is also very important. She stated that she doesn't believe it's necessarily realistic that we can decrease the number of cars, so she is concerned that on occasion the Department be able to weigh in. Chief Hayes-White acknowledged the great work that is being done collaboratively that never existed before. She stated that with all the construction, they have seen some challenges and she thinks they'll continue to see those challenges from a building construction standpoint as well as an access standpoint.

Chief Lombardi thanked Supervisor Wiener and for his support of the Fire Department. He went on to describe how the different departments are working collaboratively. He touched on some of the subjects that come up at the meetings such as narrow streets, rolled curbs, street width, and all different types of competing interests. He added that the bottom line is to hopefully come up with what is a good solution for San Francisco.

Chief Hayes-White welcomed Captain Alec Balmy who was representing the Fire Marshal at tonight's meeting. Captain Balmly introduced himself. He stated that he has been working on the Better Streets Plan for the last year and a half and described how they have been able to accommodate most of the other departments through these meetings and working collaboratively with each other to come up with solutions.

Commissioner Covington asked Supervisor Wiener, that with a force of 1500 people in our Department, who have gone through the academy, schools and classes nationally and internationally and are subject matter experts, why would they be seen as obstructionists regarding these issues. Supervisor Wiener stated that he couldn't speak for everyone, but he's had many interactions and conversations with the Command Staff, other firefighters, and the

Union, and they are all legitimately, authentically, and honestly held views and he is aware of the Department's incredible subject matter expertise about the fire code and fire access and fire vehicle issues. He added that the other departments also have an enormous amount of expertise and sometimes differing perspectives or differing goals get in the way. He added that they want to completely respect the views of the Fire Department and its experts and its public safety charge. He stated it's the charge of the Department to keep the City safe but he also wants to respect the views of other departments who also have passionately and authentically held views about what good street design is. Commissioner Covington added that ultimately we have to get to the fire and save people, and all of the other departments don't have the charge that the Fire Department has, saving lives doesn't fall under anybody else's administrative umbrella. She added that the Department's voice should be amplified when it comes to these kinds of things, seconds count, inches count and feet certainly count.

Chief Hayes-White asked Chief Lombardi to comment on smaller apparatus. Chief Lombardi stated that making smaller apparatus is not easy. He added that the rigs are custom built to fit the equipment that is needed in San Francisco to deal with fires with the topography, the zero lot lines and wood framed buildings. He added that they have handmade custom ladders that are over a hundred years old and are built in San Francisco and the trucks have to be able to carry these ladders and they need to be able to maneuver up and down the hills of San Francisco. He went on to explain all the research that was conducted to try and get a smaller apparatus and are unable to find a vendor that can make it smaller with all the needs the Department needs on the rigs to keep San Francisco safe as well as the members of the Department. He added that as far as cities that are comparable to us we have the smallest fire engines and trucks that are made. He concluded that it's always a competing interest and they are continually trying to find smaller vehicles, but it's not as easy as it sounds.

Public Comment:
Madeline Savit, founder of Folks for Polk, a community activist organization centered around the initiatives for the Polk Street redesign. She thanked everybody for the incredibly informative and well-reasoned consideration of the proposals for Vision Zero. She talked about building materials that can cause spontaneous combustion, the cost of EMT calls on Polk Street and she described how she was hit by a car.
Tyler Frisbee, San Francisco Bicycle Coalition stated he thought this is an important conversation and appreciates the Commissions' willingness to be open to it. He added that a life saved is a life saved and whether it's because we are able to respond to them more quickly in an emergency, or because we were able to avoid them being hit by a car, his perspective and the City's perspective should be counted equally.
Olga O'Hare, lifelong resident of San Francisco acknowledged firsthand today the big change in traffic as she made her way to SFFD Headquarters. She further acknowledged her support for the Fire Chief and that knowing that someone is heading up such an important job and really cares about San Francisco makes her sleep better at night.

5. RESOLUTION 2014-02
Discussion regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

President Nakajo held brief discussions pertaining to the Resolution and asked that it be continued as a discussion and action agenda item at a future meeting. Nicole Schneider of Walk San Francisco talked about working closely with the Department and Chief Wong and

making great strides in drafting the resolution. President Nakajo stated that he thinks it's real important that the Fire Marshal be here as well and for the commissioners to have an opportunity to digest what the base goals and criteria are for this resolution.

No public comment on this item.

6. COMMUNICATIONS ***[Discussion]***
(August 29, 2014-September 5, 2014)

Commission Secretary Conefrey, read the names of the people that submitted correspondence.

There was no public comment on Item 3.

7. LEAVE OF ABSENCE ***[Discussion and possible action]***
Discussion and possible action to approve Chief of Department's request for leave of absence with pay for two days, Wednesday October 15 and Thursday, October 16, 2014, to attend the 2014 Community Preparedness Lessons Learned Conference in Scottsdale, Arizona. Deputy Chief Mark Gonzales will serve as acting Chief of Department. There will be no cost to the Department for her attendance

Commissioner Covington moved to approve the Leave of Absence. Ken Cleaveland Seconded. Motion to approve the Leave of Absence was unanimous.

No public comment on this item.

8. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes of Regular Meeting of September 11, 2014.

Commissioner Hardeman Moved to approve the Minutes. Commissioner Vice President Evans Seconded. Motion to Adopt Minutes of Special Meeting on September 11, 2014 was unanimous.

No public comment on this item.

9. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White introduced Mr. Charles Higueras, Program Manager from the Department of Public Works and stated he's been a great partner in working with the SFFD related to the ESER projects. She stated that he works shoulder to shoulder with the Department to take care of deferred maintenance in our fire stations. She added that in March they had done comprehensive testing and found high degrees of black mold at Station 48 on Treasure Island and within 24 hours a decision was made to move the members from Station 48 to a healthier environment. Although still not a great situation, but after looking at all the other areas on the island it was the most suitable. She continued that in June she was able to secure 1.5 million dollars in funding to get on board with the Office of Contract Administration to begin to partner with a modular structure. It was decided within about five or six weeks, the Office of Contract Administration, because of the complexity of the project was transferred to the Department of Public Works, which she thought was a great thing, but she was very concerned about the loss of the five to six weeks regarding the member in those temporary quarters. She acknowledged Commissioner Cleaveland's message of putting this issue to the front of the list. She reported that she took the concern to the Mayor, whom she owes a debt of gratitude, who brought together the Department of Public works, the Treasure Island Development authority and Mr. Bob Beck. They all went out to look at the temporary quarters and it triggered an emergency report to expedite the timeline as much as possible. She asked Charles to add to the discussion. He stated that because of the emergency declaration they were able to negotiate

directly with the pre-selected vendors who will be providing the different aspects or components of the project and the target date is now a March/April completion of the project and occupancy of the facility. He continued with the description of the project.

Commissioner Cleaveland expressed his delight with the information provided.

Commissioner Evans thanked everyone who was involved in getting the emergency declaration passed.

Commissioner Covington also echoed her fellow commissioners. She acknowledged her appreciation that the Mayor went out and looked at the facilities and was really able to understand the deplorable conditions that members of our Department had to work in.

Chief Lombardi thanked everybody for coming together. He stated it's been a painful situation for the members in the Fire Department and thanked Department of Public Works, TIDA and the Mayor.

Chief Hayes-White commented on an incident that happened yesterday in the early morning hours at 1255 Taraval. It involved a fatality of an elderly man and she stated that misinformation got out and she would like Chief Gonzales, Assistant Deputy Chief Myers and Dr. Yeh to make clarifications regarding the incident following her report.

She acknowledged Mark Corso for the work that he does in making sure we're staying on track and within the budget. She explained the progress that is being made and gave details on the Working Group meetings and goals and she feels a lot of good work is being accomplished. She added that the last few weeks have been difficult for her, but she has reached out to all the employee groups and will be sitting down with them as she thinks the only way things can get solved is face to face communication. She touched on the current academy class, the breast cancer awareness study, the upcoming arrival of the President and Vice President, Fleet Week and the 25th anniversary of the Loma Prieta earthquake. She concluded with offering to answer questions and asked Chief Gonzales, Dr. Yeh and Chief Myers to come up and give a brief overview of the death of the elderly resident in the Sunset District.

Chief Gonzales gave a quick synopsis of that event. He stated that a call came in at 5:12 a.m. regarding an alarm that was going off and they were dispatched to 1255 Taraval to investigate a carbon monoxide detector alarm . The first unit got there in four minutes. It was dispatched that no one was sick, so the initial response was an engine, a truck and a battalion chief. They were on scene for about 21 minutes when on the third floor they came upon someone that was non-ambulatory. They immediately called for a Code 3 ambulance as they performed CPR for the gentleman that had a heart attack. Dr. Yeh added that the elderly male experienced a witnessed cardiac arrest in the presence of the first responders and they immediately started CPR. The first ambulance arrived 11 minutes after CPR was initiated. The patient, after the external defibrillator was placed on him, was found to be in a non-shockable rhythm. He continued that the Department's best practices for patients who suffer cardiac arrest is to transport those who respond to treatment once they become stabilized, to go through the transport phase. Unfortunately in this case, after 40 minutes of BLS and ALS treatment, this man never sustained that level of stability, so he was declared dead on scene. In this particular case, the gentleman suffered the cardiac arrest in the presence of BLS providers so care was rendered immediately. Chief Hayes-White added that it might be time to take a look at that particular call type and maybe add at a minimum, an ALS engine company or perhaps a medic unit as a precaution, and working collaboratively with the Department of Emergency Communications as well as having a candid conversation with the incident commanders in the field. Chief Hayes-White added that there has been a lot of misinformation pertaining to this incident.

Commissioner Cleaveland asked Dr. Yeh if he thought there was anything that could have been done differently to save the man's life. Dr. Yeh stated that he hates to speculate, and added that of the cases that they look at, the most important things are those initial efforts of

initiating, recognizing the cardiac arrest occurred, initiating CPR, applying a defibrillator if the patient is in a shockable rhythm, and those things in this case happened immediately.

Commissioner Cleaveland commented that he thinks the working group is coming up with good short term and long term solutions and he is encouraged that this so called crisis with the EMS system in the City is being addressed in a positive way.

Vice President Evans was glad to hear the explanation of the death of the elderly man as she had heard a very different version in the news. She stated her concern that had the first responders not been there to witness the cardiac arrest, ambulance transport may have been an issue in this particular case.

Both Chief Gonzales and Chief Myers stated that although not immediately, but when the per diems come to fruition, more units will be out there.

Commissioner Covington expressed the unfortunate circumstances with the elderly gentleman, and said she has had firsthand experience of people being surrounded by top rate medical care and expiring very quickly. She asked how many of the members of the Department speak Russian. Chief Hayes-White thought no more than 10, but she would get an accurate number and report back to Commissioner Covington. They both agreed that it would be a good idea to weight fluency of another language in hiring new recruits. Chief Hayes-White concluded that through the 9-1-1 center, there is a service available for language interpretation.

REPORT FROM OPERATIONS

Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

Chief Gonzales reported for the period of September 10th to October 7th. He stated that there was on greater alarm, third alarm at 8 Capitol Avenue. He stated he was proud of the job the members at Station 33 did. He touched on the upcoming events that the Bureau of Fire Prevention, Fire Investigation are preparing for, the Nike's women's half marathon and Fleet Week. He stated that Lt. Brown is now supervising District 4 to 10 and he's doing a great job, which includes facilities and hospitals. He stated that the high-rise aspect is now fully staffed with two new motivated and hardworking inspectors He stated that at BFP, the number of permanent applications and approvals has risen 40 percent comparing the third quarter numbers for the past four years and the Bureau of Fire Investigation continues to transition in a more efficient operation thanks to Captain Darmanin and the approved staffing and morale of the unit has gone up He stated that the Arson Unit is scheduled to relocate to the newly remodeled Station 30 building on 3rd Street in late November. The Bureau of Communications through Acting Battalion Chief Storti is working on reconfiguring the station orders as far as response districts. He added that Chief Storti is testing iPad software connections to the CAD for deployment with the Battalion Chiefs and he's looking at alternative software and work procedures for the fleet seat, which is the fleet management of the ambulances. Chief Storti is also working on the MDT Replacement Project. Chief Gonzales announced that they will finally have a new EMS Division Operations Chief very soon. He touched upon the developments occurring at the working group meetings. He mentioned that the privates are going to give the Department shifts when they'll stay in the system as well as the per diems.

Chief Gonzales acknowledged the arrival of 46 new six-series monitored defibrillators that were funded by a grant process and Leader Ambulance had begun building the first group of ambulances approved and delivery is expected by December or January. He touched on the staffing levels of H-3 Level 3s and mandatory overtime. He addressed the issue of ALS at station 33 and described the outlay of the area and location of placing ALS engines.

Chief Gonzales stated that Chief Carnes is doing a great job at the airport and should be ready to present on the recent drill at a later date.

10. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the October 23, 2014 regular meeting.

- Chief Dale Carnes to Present on Happenings at the Airport and Outcome of Recent Drills
- SFFD Working Group Update
- Mark Corso 1.5 million dollar FEMA grant discussion pertaining to exhaust extractors in the facilities

11. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION *[Discussion and Possible Action]*

1) Public comment on all matters pertaining to this agenda, including subpart A and B.
2) Vote on decision whether to go into closed session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 11 in Closed Session. Vice President Evans so Moved. Commissioner Cleaveland Seconded and the motion was unanimously approved.

Closed session commenced at 7:44 p.m.

A. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion and Possible Action).

B. Dr. Ramon Terrazas, Department Physician
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of Department Physician (Discussion and Possible Action).

C. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session to report action taken at 9:04 p.m.

Vice President Evans moved to not disclose discussions held in Closed Session. Commissioner Hardeman seconded. The motion was unanimously approved 5-0. (Nakajo, Evans, Hardeman, Covington Cleaveland).

12. ADJOURNMENT

President Nakajo adjourned the meeting in memory Cal Fire pilot Geoffrey Craig Hunt at approximately 9:15 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
October 17, 2014 – 10:00 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

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Item No.

1. ROLL CALL

Commissioner Ken Cleaveland, Hearing Officer

2. CASE NO. 2014-07: HEARING ON SUSPENSION APPEAL

Hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from a two-day suspension for violation of the Rules and Regulations as follows:

Section 1501 – Vehicle Operation Manual
Section 3.5 – Vehicle Operations Manual – Right of Way

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
October 22, 2014 10:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Francee Covington

2. CASE NO. 2014-04: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 8-day suspension for the period June 20-27, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 3806 – Prompt Execution of Orders
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3924 – Disobedience
Section 3925 -- Insubordination
Section 3937 -- Reporting Emergencies

On August 27, 2014, Commission President Stephen A. Nakajo, Commissioner Michael Hardeman and Commissioner Francee Covington deliberated and by a unanimous vote of members present, the Commission found employee guilty of violating Sections 2801, 2804, 3806, 2808, 2821, 3924, 3925 and 3937 of the Fire Department Rules and Regulations. As penalty for the above-referenced violations, also by a unanimous vote of members present, the Commission sustained the 8-day suspension.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
October 22, 2014 10:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

Commission President Stephen Nakajo called the meeting to order at 10:00 a.m.

1. **ROLL CALL**

President	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Francee Covington

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. **CASE NO. 2014-04: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 8-day suspension for the period June 20-27, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
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Section 3806 – Prompt Execution of Orders
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3924 – Disobedience
Section 3925 -- Insubordination
Section 3937 -- Reporting Emergencies

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On August 27, 2014, Commission President Stephen A. Nakajo, Commissioner Michael Hardeman and Commissioner Francee Covington deliberated and by a unanimous vote of members present, the Commission found employee guilty of violating Sections 2801, 2804, 3806, 2808, 2821, 3924, 3925 and 3937 of the Fire Department Rules and Regulations. As penalty for the above-referenced violations, also by a unanimous vote of members present, the Commission sustained the 8-day suspension.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a),

Administrative Code §67.15(b)]

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

Commissioner Covington moved to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (3-0; Covington, Nakajo, Hardeman)

Deliberations and action on Findings of Fact were conducted in Closed Session starting at 10:10 a.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission reconvened in Open Session to report action taken at 10:40 a.m.

Action Taken:
By unanimous vote of members present (3-0: Covington, Nakajo, Hardeman), the Commission adopted the proposed Findings of Fact presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

Commissioner Hardeman moved to not disclose discussions held in Closed Session. Commissioner Covington seconded. The motion was approved 3-0, Covington, Nakajo, Hardeman.

There was no public comment

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

The meeting was adjourned at 10:43

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, October 23, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

10-20-14A11:29 RCVD

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes

a. Minutes from the Regular Meeting on September 25, 2014.

4. RESOLUTION 2014-03 *[Discussion and possible action]*

Discussion and possible action to approve Resolution 2014-03, recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend the FY 2013 FEMA Assistance to Firefighters Grant in the amount of $1, 485,014 to replace exhaust extractors in various fire houses

5. UPDATE AND PROGRESS REPORT PERTAINING TO EMS WORKGROUP MEETINGS
Discussion and progress report made during EMS workgroup meetings

6 CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to the Portable Water Supply System

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the November 13, 2014 regular meeting.

8. PRESENTATION BY DEPARTMENT OF HUMAN RESOURCES PERTAINING TO HOW TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION

9. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
[Discussion]

1) Public comment on all matters pertaining to this agenda item.
2) Vote on decision whether to go into closed session.

A. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

B. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

10. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic

Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, October 23, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Raymond Guzman	Deputy Chief – Administration	
ADC s		
Ken Lombardi	Support Services	
Raemona Williams	Division of Training	
Shane Francisco	Home Land Security	
Assistant Chiefs		
Kevin Smith	Division 2	
Matthew McNaughton	Division 3	
Staff		
Mark Corso	CFO	
Clement Yeh	EMS Medical Director	
Jesusa Bushong	Department Personnel Officer	

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2. PUBLIC COMMENT

Michael Petrelis, Sunshine advocate, urged the Department to immediately move the meetings to City Hall and televise their meetings. He accused the Commission of engaging in a form of censorship. He said that if the command staff is not willing to take Muni to City Hall, use a bit of the budget to install cameras or get a devise to live stream the meetings.

Bonnie Chung, neighbor of Station 33, stated her concern of not having an ALS at Station 33 and described the demographics of the entire neighborhood.

Russell Roby, San Francisco firefighter for 20 years, and resident of Bernal Heights spoke of his concerns on the EMS issues and Station 33 not having an ALS unit. He provided background and statistics to support his concerns.

Mary Harris, President of OMI Neighbors in Action, started by stating she has total confidence in the Fire Chief. She continued on with her concerns at Station 33 and agreed with what Bonnie Chung said. She added that she thinks it's imperative that the Fire Department prevail upon the Mayor and the BOS to give the Department the resources that it needs to make sure that the seniors in her neighborhood are covered with proper ALS units and that they are safe.

Shon Buford, San Francisco Firefighter and representative of Local 798 stated his support of all ALS engines and he would like to see the Department move towards the direction that all stations have the medical professional care that the City deserves.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes

a. Minutes from the Regular Meeting on September 25, 2014.

Commissioner Hardeman Moved to approve the Minutes. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of Meeting on September 25, 2014 was unanimous.

Public Comment: Michael Petrelis expressed his disappointment that draft minutes are not printed and available for the public to view and mentioned after looking over the minutes posted on line, there a are a number of meetings where there is no public comment and once again suggested getting on Channel 26, and he feels that people watching these commission meetings on TV are going to provide a robust number of members of the public speaking out about the concerns regarding the Fire Department.

4. RESOLUTION 2014-03 *[Discussion and possible action]*

Discussion and possible action to approve Resolution 2014-03, recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend the FY 2013 FEMA Assistance to Firefighters Grant in the amount of $1, 485,014 to replace exhaust extractors in various fire houses

Mark Corso, CFO of the Department presented Resolution 2014-03 for the Commission's consideration and approval. A brief discussion with questions and answers ensued and the Commission approved the Resolution.

Commissioner Covington Moved to approve Resolution 2014-03. Commissioner Cleaveland Seconded. Motion to approve Resolution 2014-03 was unanimous.

5. UPDATE AND PROGRESS REPORT PERTAINING TO EMS WORKGROUP MEETINGS
Discussion and progress report made during EMS workgroup meetings

Chief Hayes-White invited Dr. Yeh and Chief Gonzales to come up and present on the progress of the EMS workgroup meetings. Before she got started on the workgroup progress report, she wanted to respond to some of the public comments that were presented earlier pertaining to the ALS and BLS issues and wanted to explain the rationale for taking the ALS engine from Station 33. Deputy Chief Gonzales explained the strategic methods that were put in to play to avoid mandatory overtime and make sure ALS engines were strategically placed so they can respond to emergencies in the required amount of time to keep us in the 90 percent range. Ideally, they would like to have an ALS throughout the city, although there is a cost associated with it to have all ALS engine companies.

Chief Hayes-White proceeded with the EMS workgroup progress report. She stated that the workgroup has been meeting since the beginning of September and they have had six or seven meetings. She went on to say that the EMS Division is housed at 1415 and they never intended for that to be a permanent site. They have been working with Chief Lombardi, who is working with the City's Real Estate Division, Chief Myers, Chief Gonzales, Dr. Yeh and Commissioner Cleaveland looking at not just immediate solutions but for a long term housing

site for the EMS Division. They are looking at different ways to get the members back in service quicker. She added that the 35 new EMT's that hit the street on August 30th has improved response times but it's not dropping as quickly as they should. Chief Hayes-White believes they all have a common goal of fixing the problem. She added that they have considered modifying the schedules of Station 49 members, hiring per diem EMT's and really looking at an overall capacity issue as they see the call volume grow and how to sustain it. She added that there is going to be an H-3 Level 1 EMT test administered. Chief Hayes-White stated that discussions surrounding the original budget request for 42 new EMT's and only getting 16 is a factor that she thinks the members of the workgroup agrees that the Department would be doing much better had the original request been approved at the executive and legislative branches of government. She stated they are addressing that and are looking at best practices throughout the nation regarding an evolving EMS system. She added that they will collaborate with the private partners, who have put more dedicated ambulances into the system, which has also shown additional improvement.

Dr. Yeh added that there are two other processes that are going on simultaneously. There's a subcommittee on data that's being run in conjunction with members of the controller's office, DEM, DC and the Department, at looking to actually get a cohesive data set to describe the performance. Second, there's also a 911 providers' group that is looking at both the operations and the private partners with respect to what the work schedules are and looking at what staffing those hours are from command analysis and hopefully solidifying some of the rules of operations that are going to actually help us have a better grasp of what our own operation needs are.

Commissioner Cleaveland stated that being a part of the working group has been a real learning experience. He added that although it can be at times frustrating because government works very slowly when they're trying to create something back into working order very quickly. He added that there's a lot they are doing currently and he's encouraged by it, it's just not fast enough. He stated that the Chief needs to sit down with the Union and iron out some of the issues involving sick leave management and other inefficiencies that are in the system so the Fire Department, particularly the EMS system, can run more efficiently. He thinks working collaboratively can get these things done. He also thought a lot of logistics can be worked on such as having someone from the Department of Public Health be situated at certain addresses that place 911 calls for sometimes non-emergency situations. He thinks it would reduce the demand on the services.

Vice President Evans stated that she is not as optimistic about the workgroup as she was a couple of weeks ago. She stated that she is incredibly frustrated and disheartened that a lot of the attention has been placed on members at Station 49, particularly with this issue of sick time abuse and she thinks it's not the right message to send at this time and she thinks it is irresponsible that that message is being put out there. She added that everyone at the table knows that the Department needs more personnel and they're not willing to talk about bringing in a new class as part of the short-term solution. She continued that if we have an opportunity to redesign an EMS system that is more efficient and world class the way we want it to be, we should take the time to do that.

Commissioner Cleaveland added that he thought a lot of progress can be made without adding more paramedics and that the Department can get more out of what they have. He expressed his concern about getting on track for the 2015 Health Bond to get the funding to relocate Station 49. Chief Lombardi acknowledged that the Department is on track to be on that bond.

Chief Lombardi went into detail about the search for property to relocate Station 49 and all the options that they are looking into.

Commissioner Covington thanked her fellow commissioners for their feedback on the work group meetings and stated when we talk about these very important issues in soft tones, often times we're not heard. She believes the push for an additional class is essential and she feels that it's not going to be viewed by most people as a collaborative effort without that class and that solutions would fall into place if there were more paramedics.

Chief Hayes-White stated that she felt confident that they will get on the bond because they have a plan in place. She went on to explain the reasoning behind the bond and the other Departments that are relying on the health bond and the logistics of having a central facility as well as a satellite facility and she touched on dynamic deployment.

President Nakajo commented that these discussions would not be taking place if it wasn't for the workgroup and stated his appreciation to all the workgroup players as well as the commissioners that are a part of it because he knows it's a lot of time and energy that is devoted to these meetings.

Public Comment:

Shon Buford of Local 798 thanked the Commissioners and administration for the opportunity to speak and gave clarification on the issue raised of Tom O'Connor of 798 agreeing to 27 ALS engines. He stated the reason the Union agreed to this was because the members were being required to work mandatory overtime on a regular basis and it was very difficult on their families. So in order to alleviate the mandatory overtime, they agreed for a temporary reduction to 27 ALS engines. He also mentioned that what was not discussed, was that prior to the reduction, the Union advocated for more H-3 Level 3's be hired. He added that it is the Union's position that they do not want to remove them back from the class to the ambulance because there is a reduction on the engines, you can't take one problem and fill it with another problem. He said that as for Station 49, they support moving forward with the bond. He touched on the budget issues, shortage of staffing levels, sick time and response times.

Michael Petrelis spoke of his disappointment of not having access to the preliminary reports as well as other pieces of information used during the meeting and that better engagement from the commission is needed. He mentioned that he is hard of hearing and the setup of the meeting room makes it hard to hear the presentation and microphones should be placed at the table. He reiterated the need to air meetings on Channel 26 and he asked that every commissioner put the microphone closer to their mouths.

6 CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

Chief Hayes-White reported on the time line from October 9th through the present. She started with the budget, which just completed the first quarter of this fiscal year and that the Department is on track according to CFO Mark Corso. She shared news that she was able to fill the position of the Assistant Deputy Chief of Homeland Security and introduced Assistant Deputy Chief Shane Francisco. Chief Francisco gave a brief introduction of his personal and work history background and thanked everyone.

Chief Hayes-White explained the Department's comprehensive Ebola plan and that they will be getting out an excellent policy today or tomorrow and they have worked collaboratively with the Department of Public Health on it. She touched upon the emergency declaration that put station 48 on a faster track with the Department of Public Works. She mentioned all the happenings going on in the City including the commissioning of the USS America, Fleet Week, the Presidential arrivals, the 25th anniversary of the Loma Prieta earthquake and the NERT drill. She acknowledged the great work of the men and women in the Department that are getting work done under circumstances that are challenging, particularly related to EMS.

Chief Hayes-White talked about the employee group meetings and thanked the Commissioners who attended to talk about concerns raised by some of the members of the employee groups, and where she conveyed to them her continued commitment to move the Department forward and get us on track, particularly that the economy is recovering and relayed to them, she thinks they can do a lot more together versus apart. Chief Hayes-White described the collaborative work being done through the SF Firefighters Cancer Prevention Foundation and the breast cancer study in women firefighters.

Chief Hayes-White provided an update on her recent trip to Arizona to attend the Southwest Community Preparedness Conference and that it was a "Lessons Learned Conference". She stated that is was a very valuable conference.

Chief Hayes-White also mentioned that in the interest of continuing open communication she will be hosting town hall type forums at the Division of Training from 9:00 to 10:30 on the 28th-30th for all members to attend.

Commissioner Cleaveland asked about the expense to the Department when unexpected events come up such as the President and Vice President visits and .the Giants going to post season. He suggested recommending the Department put some kind of contingency amount for these types of events. Mark Corso answered that the Department absorbs most of the cost for these short-term events. They take into account when presenting the budget, scenarios of these sorts.

Commissioner Cleaveland asked for an update on any discussions that have occurred since Supervisor Wiener's presentation last week. Chief Wong explained the discussions and meetings that have taken place and the City agencies that have been working on the subdivision regulations are a united front, with support from Vision Zero and she is hoping to have consensus with Supervisor Wiener.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to the Portable Water Supply System

Chief Guzman reported on the Month of October. He started with Support Services and reported that three out of six Focus Scope packages have been completed with the ESER 10 money. He stated that Station 36 and Station 4 remain on schedule to be completed on a November/December timeframe. He added that Station 16 should be started by April 2015, and Station 5 to follow. He confirmed that all 10 of the new engines have been delivered. He anticipates in the next few weeks the delivery of Ford Explorers Battalion Buggies for Battalion 4, 6, 7, and 8. He confirmed that the 117th recruit academy is in their 9th of a 17-week academy.

Chief Hayes-White stated it was brought to her attention that members of the Department found it difficult to find Agendas and Minutes on the website, so she had the Department's IT coordinator, Jesus Mora linked them to the Departments intranet through AO Reports.

Commissioner Cleaveland thanked Chief Guzman for setting up the tour on the Fire Boat. He inquired about tracking maintenance on facilities and equipment. Mark Corso responded that they are actually trying to fill a vacant position for a civilian maintenance employee.

Commissioner Cleaveland stated that the Commission meetings should be televised to be more reachable to citizens in San Francisco. Chief Hayes-White answered that if it is the will of the Commission to have the meetings televised, it would be something that would need to be put in the budget.

Commissioner Hardeman stated that a detailed report was done a while back on moving the meetings to City Hall and they should take at look it. It was justified that the Command Staff needed to be in this building (HQ) in case of an emergency, to be near the command center. He went on to congratulate Chief Francisco. He commented on how busy the Chief had been and that he enjoyed reading the Chronicle Opinion on the good work of the Chief.

Vice President Evans thanked the Chief for supporting the breast cancer study and hopes they get some useful information that could help save lives of members and of others. Further discussions pertaining to Supervisor Wiener's proposed legislation ensued and Chief Lombardi explained the ongoing discussions pertaining to the legislation as well as discussion pertaining to AB 2327 regarding GEMT funding and Mark Corso explained the process of that Assembly Bill and if it passes the Department would be getting about $2,000,000.00 a year.

Public Comment:

Michael Petrelis shared his disappointment on Agenda Item 9 being held in closed session. He stated that he believes that there has been something of a pitch fork for days, out to get the Chief and she has faced trial by fire and if these meetings were broadcast in full public view, the public and Department would benefit. He added that there needs to be more transparency regarding the Chief's performance.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the November 13, 2014 regular meeting.

- Public Employee Performance Evaluation (Closed Session)

8. PRESENTATION BY DEPARTMENT OF HUMAN RESOURCES PERTAINING TO HOW TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Presentation and discussion on how to conduct public employee performance evaluation

Donna Kotake, Workforce Development Director of the Department of Human Resources, gave a PowerPoint presentation of an overview as to what the City's performance planning and appraisal process is. (The PowerPoint presentation can be obtained from the Commission Secretary at (415) 558-3451).

9. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION *[Discussion]*

Also Present: Deputy City Attorney Elizabeth Salveson
Commission Secretary, Maureen Conefrey

1) Public comment on all matters pertaining to this agenda item.
2) Vote on decision whether to go into closed session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 11 in Closed Session. Commissioner Covington so Moved. Vice President Evans Seconded and the motion was unanimously approved.

Closed session commenced at 6:39 p.m.

A. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

B. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

Commissioner Covington excused herself at 7:21 p.m.

Vice President Evans moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was unanimously approved by the Commissioners present 4-0. (Nakajo, Evans, Hardeman, Cleaveland).

The Commission reconvened in Open Session to report action taken at 7:55 p.m.

President Nakajo called for a vote on the Motion to communicate to the Chief to prepare a document outlining her accomplishments, strengths and weakness and priorities for operational fiscal year by November 20, 2014.

Commissioner Cleaveland so Moved. Vice President Evans Seconded. The motion was unanimously approved by the Commissioners present 4-0. (Nakajo, Evans, Hardeman, Cleaveland

10. ADJOURNMENT

President Nakajo adjourned the meeting in memory of Frank Lombardi and Alameda Chief Bill McCammon at approximately 8:02 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
October 29, 2014 – 9:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

GOVERNMENT DOCUMENTS DEPT
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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2014-01: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON VERIFIED COMPLAINT FILED WITH THE COMMISSION BY CHIEF OF DEPARTMENT *[Action item]*

At the Special Meeting of the Fire Commission on May 14, 2014 regarding the above-noted matter, following the hearing, the Commission found by a unanimous vote of Members present (5-0: Commissioners Nakajo, Evans, Hardeman, Covington, Cleaveland) that the member be terminated due to non-punitive medical separation.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. CASE NO. 2014-06: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 8-day suspension for the period June 20-27, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 906 -- Response
Section 917 -- Notification
Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 2805 – Leadership
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3921 – Inattention to Duty
Section 3937 -- Reporting Emergencies

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 3, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

4. CASE NO. 2014- -03: HEARING ON EMPLOYEE DISCIPLINE INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER DATED DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS

Section 2817 – Reports
Section 3921 – Inattention to Duty
Section 4004.D – Investigation Process; Cooperating with Investigation
General Order 11 A-64 - Online Daily Checklists
Vehicle Operations Manual – Section 3 - Right of Way
Vehicle Operations Manual – Section 4 – Tractor/Trailer Driving

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 4, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

5. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
October 29, 2014 – 9:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

Commission President Stephen Nakajo called the meeting to order at 9:00 a.m.

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2014-01: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON VERIFIED COMPLAINT FILED WITH THE COMMISSION BY CHIEF OF DEPARTMENT *[Action item]*

At the Special Meeting of the Fire Commission on May 14, 2014 regarding the above-noted matter, following the hearing, the Commission found by a unanimous vote of Members present (5-0: Commissioners Nakajo, Evans, Hardeman, Covington, Cleaveland) that the member be terminated due to non-punitive medical separation.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

Commissioner Evans called for a motion to hold deliberations in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Nakajo, Evans, Hardeman, Covington, Cleaveland)

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission held deliberations in Closed Session at 9:10 a.m.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 9:15 a.m.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

Commissioner Nakajo reported that the Findings of Fact were approved by unanimous vote. (5-0, Nakajo, Evans, Hardeman, Covington, Cleaveland)

Commissioner Evans moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was approved 5-0, Nakajo, Evans, Hardeman, Covington, Cleaveland.

There was no public comment

3. CASE NO. 2014-06: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 10-day suspension for the period June 20-27, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 906 -- Response
Section 917 -- Notification
Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 2805 – Leadership
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3921 – Inattention to Duty
Section 3937 -- Reporting Emergencies

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

1. Public Comment on Agenda Item No. 3, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

Commissioner Hardeman called for a motion to hold deliberations in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Nakajo, Evans, Hardeman, Covington, Cleaveland)

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

The Commission held deliberations in Closed Session at 9:15 a.m.

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

The Commission reconvened in Open Session to report action taken at 10:45 a.m.

The Commission found member guilty as charged, of violating San Francisco Fire Department Rules and Regulations: Section 917 -- Notification; Section 2805 – Leadership; Section 2821 – Assume Full Responsibility; Section 3937 -- Reporting Emergencies, by a vote of 4-1 (Ayes : Evans, Covington, Nakajo, Hardeman, Nays: Cleaveland).

The Commission voted to reduce the Chief's penalty to a 5 day suspension, by a unanimous vote of members present (5-0: Evans, Covington, Nakajo, Hardeman, Cleaveland).

Counsel for the Department is directed to draft proposed Findings of Fact to be served on all parties by Friday, November 14, 2014. Counsel for Assistant Chief Kenney may file a response to the proposed Findings or propose alternate findings for the Commission's consideration no later than Friday, November 21, 2014.

Commissioner Hardeman moved to not disclose discussions held in Closed Session. Commissioner Covington seconded. The motion was approved 3-0, Covington, Nakajo, Hardeman.

There was no public comment

4. CASE NO. 2014- -03: HEARING ON EMPLOYEE DISCIPLINE INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS

Section 2817 –	Reports
Section 3921 –	Inattention to Duty
Section 4004.D –	Investigation Process; Cooperating with Investigation

General Order 11 A-64 - Online Daily Checklists
Vehicle Operations Manual – Section 3 - Right of Way
Vehicle Operations Manual – Section 4 – Tractor/Trailer Driving

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 4, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

There was no public comment

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

Commissioner Hardeman called for a motion to hold deliberations in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Nakajo, Evans, Hardeman, Covington, Cleaveland)

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

The Commission held deliberations in Closed Session at 11:08 a.m.

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

The Commission reconvened in Open Session to report action taken at 12:36 a.m.

The Commission found member guilty as charged, of violating San Francisco Fire Department General Order 11 A-64 – Online Daily Checklists; and San Francisco Fire Department Rules & Regulations Section 2817 – Reports, by unanimous vote (Ayes: Nakajo, Evans, Covington, Hardeman, Cleaveland), and guilty as charged of violating Section 4004.4 Investigation Process, (D) Cooperating with Investigation by a vote of 3-2 (Ayes: Covington, Hardeman, Cleaveland, Nays: Nakajo, Evans).

The Commission found member not guilty as charged of violating Section 3921 – Inattention to Duty; Vehicle Operations Manual – Section 3 – Right of Way; and Vehicle Operations Manual – Section 4 – Tractor/Trailer Driving by unanimous vote (Ayes: Nakajo, Evans, Covington, Hardeman, Cleaveland).

The Commission voted to reduce the Chief's recommendation to a 15 day suspension, by a vote of 3-2 (Ayes: Covington, Hardeman, Cleaveland, Nays: Nakajo, Evans).

Counsel for the Department is directed to draft proposed Findings of Fact to be served on all parties by Friday, November 14, 2014. Counsel for Assistant Chief Kenney may file a response to the proposed Findings or propose alternate findings for the Commission's consideration no later than Friday, November 21, 2014.

Commissioner Hardeman moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was approved 3-0, Covington, Nakajo, Hardeman.

There was no public comment

5. ADJOURNMENT

Vice President Evans adjourned the meeting at 12:38 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, November 13, 2014 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

11-10-14P05:05 RCVD

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Meeting on October 9, 2014
b. Minutes from the Special Meeting on October 22, 2014
c. Minutes from the Special Meeting on October 29, 2014

4. UPDATE AND PROGRESS REPORT PERTAINING TO EMS WORKGROUP MEETINGS
Discussion and progress report made during EMS workgroup meetings

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications,

6. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***
Discussion regarding agenda for the November 25, 2014 regular meeting.

7. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** ***[Discussion and Possible Action]***

Conference with legal counsel to discuss existing litigation pursuant to California Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1) and possible recommendation to the Board of Supervisors for settlement approval or to take other action.

Existing Litigation:
The People of the State of California, by and through the Bay Area Air Quality Management District v. The City and County of San Francisco San Francisco Superior Court Case No. CPF-12-512078

A. Public comment on all matters pertaining to the potential closed session.

B. Motion whether to assert the attorney-client privilege and go into closed session, pursuant to Admin. Code §67.10(d)(2) and Government Code §54956.9(a)***[Action]***

C. Per vote of the Commission: Possible closed session conference with legal counsel to discuss proposed settlement of existing litigation. Discussion and possible action to recommend that the Board of Supervisors approve settlement or take other action. . ***[Discussion and Possible Action]***

D If closed session is held, reconvene in open session. Motion to disclose or not disclose closed session discussion pursuant to Admin. Code §67.12(a)(2) ***[Action]***

8. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION** ***[Discussion]***

1) Public comment on all matters pertaining to this agenda item.
2) Vote on decision whether to go into closed session.

A. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

B. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

9. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, November 13, 2014 – 4:00 p.m.
698 Second Street, Room 102

President Stephen Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Dale Carnes	Airport Division
Jeff Myers	EMS
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Raemona Williams	Division of Training
Assistant Chiefs	
Art Kenney	Division 2
Dave Franklin	Division 3
Staff	
Clement Yeh -	EMS Medical Director

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2. PUBLIC COMMENT

Tom O'Connor, Local 798, gave an update on the Union's position with the Chief's performance. He feels that the members and administration are talking past each other. He explained that the Union is structuring to take a city wide vote to let the Commission know that this is the feeling of the Fire Department as well as hiring a consulting firm to do a performance appraisal and operational audit of the Fire Department. He added that he thinks the progress that has been made is not good enough.

Shawn Bufford, Local 798, described the problems and issues the Union feels are currently wrong with the Department and that the administration has not brought the Department forward to the Unions' liking and he explained why there was a vote of no confidence in the Chief and he urged the Commissioners to take all this into account when considering the Chief's performance evaluation.

Lawanda Anderson expressed her displeasure regarding the substandard rating practices and deficiency issuances with recruit academy processes and described her time in the 117 recruit class before she was let go and asked to be reinstated to the class.

Michael Petrelis stated he thought there was a terrible lack of transparency with the Commission because the meetings are not broadcast on TV and there is no access to draft minutes. He also asked that the Commissioners use the microphones.

3. APPROVAL OF THE MINUTES ***[Discussion and possible action]***

Discussion and possible action to approve meeting minutes.

a. Minutes from the Meeting on October 9, 2014
b. Minutes from the Special Meeting on October 22, 2014
c. Minutes from the Special Meeting on October 29, 2014

Commissioner Hardeman Moved to approve the Minutes. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of Meeting on October 9, 2014, Special Meeting on October 22, 2014 and Special Meeting on October 29, 2014 was unanimous.

Public Comment:
Michael Petrelis spoke regarding his displeasure of not having access to the minutes in draft form, there late and it's disrespecting the tax payer. He asked that the minutes be available at every meeting and posted on the web sooner.

4. UPDATE AND PROGRESS REPORT PERTAINING TO EMS WORKGROUP MEETINGS

Discussion and progress report made during EMS workgroup meetings

Chief Hayes-White reported since the last meeting of October 23. She stated there was one meeting and she found it to be productive. She stated that they continue to make progress. She invited Chief Gonzales, Chief Myers and Dr. Yeh to join her.

Chief Gonzales explained some of the processes taking place, such as an agreement on hiring per diems, and how this will help on the daily operational basis and will help with system coverage. He touched upon the use of the private ambulance companies and how they will also help. He talked about Chief Storti of Communications working with DEM Deputy Director Robin Schmutz on a 10-point plan to improve communications as a whole. He also noted that it's important to communicate with the private ambulance companies when it comes to hiring, so not to leave them shorthanded, which can put additional strain on the overall EMS system.

Chief Myers talked about the preliminary example of the supply and demand analysis being done by AMR Corporation and their strategic planner and analysis group. He added that he is hopeful that this analysis will provide useful information in terms of staffing needs for the system. Dr. Yeh was also very encouraged by the strategic planner and analysis group and anticipates results in 10 to 14 days.

Chief Hayes-White stated they were successful in getting funding for reinvestment in the EMS Division and the rebuilding of the Division and she introduced new Section Chief Tony Molloy, who will be working out of Station 49 to assist the members of that Station. Chief Molloy gave a brief history of his life and his 20 years with the Department.

Chief Hayes-White acknowledged everyone's good work collectively on the purchase of the new ambulances, particularly Chief Lombardi for getting them on the streets. She stated that they will have all 19 new ambulances on the street by March, typically two at a time, every other week. She mentioned that the Department has never had an operational issue where there are more bodies than ambulances. She confirmed that HR has issued the announcements for the H-8 per diem and H-3 Level 1 positions and she hopes to have a test or list sometime in January, depending on the Mayor's Budget Director. She would like to have a class as soon as possible.

Commissioner Cleaveland stated that it's been a pleasure to be a part of the working group and he has learned so much about the City's emergency medical services, the good, the bad, and the ugly about the EMS system and he thinks they have made a lot of progress. He agreed that an additional academy class is needed and they were assured by the Mayor's office that we would have it this fiscal year. He said they have addressed the issue of the "frequent flyer" 911 callers and establishing a network of people from Department of Health that can deflect these calls that are not medical emergencies. He acknowledged working with the Mayor's Office and Chief Lombardi on the relocation of Station 49. He feels what they have right now is unacceptable. He touched upon the logistics of "down time" and suggested creating a new civilian employee classification that could stock ambulances as they come in and that would save time. He talked about the logistics of the paramedics having to wait for the hospital to take the patient off their hands and get the ambulances back in service quicker.

Commissioner Evans stated that she was unable to be at the last meeting but was glad progress was made and the agreement to bring on a class this fiscal year. She added that at the last meeting she attended, she didn't find productive at all.

Commissioner Hardeman commented on the progress and inquired as to whether Local 798 has been involved and Chief Myers answered yes, Tom O'Connor has been at every meeting. Commissioner Hardeman stated that was encouraging and that everyone seems to be working very diligently together. He thanked his fellow Commissioners for stepping up on the initiatives of Station 49.

Commissioner Covington thanked her fellow commissioners for their commitment to this process and she was glad that progress is being made. She acknowledged Vice President Evan's for being candid on voicing her concerns on the lack of progress. She thinks that got some movement on things that needed to happen. She was also happy to hear about the additional class and would like to see it as full as possible. Further discussion ensued regarding staffing high volume shelters with a nurse or medical personnel and the benefits of that. Further discussion also ensued pertaining to logistics and changes in technology and for director oversight for Station 49.

President Nakajo expresses his encouragement of the progress made at the workgroup meetings. He acknowledged his appreciation of Vice Present Evans and Commissioner Cleaveland for participating in the meetings. He went on to summarize his understanding of the accomplishments mentioned throughout the meeting and asked for clarification on issues that have been brought up. Chief Gonzales clarified his concerns and all the requests being made are based on the Department's needs.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White reported on happenings since the last meeting of October 23rd. She reported that this fiscal year, she'll be able to augment H-3 Level 1 staffing and they're just waiting for instructions from the Mayor's Budget Office. She acknowledged Commissioner Cleaveland as well as some employees' interest to assist and participate in the budget process. She touched upon the good work done on taking the lead on studying and preparing for any type of Ebola incident under the direction of Deputy Chief Gonzales and the folks in the Department of Health.

Chief Hayes-White stated that the 117th academy class are in their 11th week of training and are due to graduate on December 19, the ceremony is to take place at Riordan High School. There are currently 52 recruits in the class. She reported that three lieutenants have been promoted off the lieutenants list. She described the three day "town hall" meetings and acknowledged the concerns from the members of the Department, but she believes she was able to convey the complexities related to running a Department after five years of continued budget reductions. She added that now that the City is in an economic recovery, she's hopeful to be able to get adequate funding that they've been advocating for years, along with the Commissions support, and she thinks they'll get there. She continued that she's committed more than ever to move the Department forward and that she appreciated the Commissioners' attendance at the meetings and the support collectively that has worked well on the EMS workgroup.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications

Chief Gonzales reported for the period of October 8th through November 11th, 2014. During this period he noted that there were no greater alarm fires. He commented on the vast amount of construction taking place in the City and that there are 36 construction cranes being used with a projected additional 10 coming within the next 18 months. He acknowledged the good job that BFI Captain Darmanin is doing and that he's working with DEM and the Department of Technology on upgrading the MBT's, the vehicle modems and the redesign of the fire site operations 10-point plan. He touched upon the interdepartmental Ebola drill at the Division of Training and what they learned from the drill. He talked about the Giants parade and how it was well put together and it was an efficient operation.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the November 25, 2014 regular meeting.

Meeting scheduled for November 25, 2014 is cancelled.

Commissioner Hardeman Moved to cancel the November 25, 2014 regular meeting. Commission Vice President Evans Seconded. Motion to cancel November 25, 2014 meeting was unanimous.

7. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION *[Discussion and Possible Action]*

Conference with legal counsel to discuss existing litigation pursuant to California Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1) and possible recommendation to the Board of Supervisors for settlement approval or to take other action.

Existing Litigation:
The People of the State of California, by and through the Bay Area Air Quality Management District v. The City and County of San Francisco San Francisco Superior Court Case No. CPF-12-512078

A. Public comment on all matters pertaining to the potential closed session.

B. Motion whether to assert the attorney-client privilege and go into closed session, pursuant to Admin. Code §67.10(d)(2) and Government Code §54956.9(a)***[Action]***

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 7 in Closed Session. Commission Vice President Evans so Moved. Commissioner Ken Cleaveland Seconded and the motion was unanimously approved.

Closed session commenced at 5:48 p.m.

C. Per vote of the Commission: Possible closed session conference with legal counsel to discuss proposed settlement of existing litigation. Discussion and possible action to recommend that the Board of Supervisors approve settlement or take other action. . ***[Discussion and Possible Action]***

D If closed session is held, reconvene in open session. Motion to disclose or not disclose closed session discussion pursuant to Admin. Code §67.12(a)(2) ***[Action]***

The Commission voted unanimously to accept the terms of the settlement and makes a recommendation to the Board of Supervisors for settlement approval.

8. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 8 in Closed Session. Commission Vice President Evans so Moved. Commissioner Cleaveland Seconded and the motion was unanimously approved.

Closed session commenced at 6:12 p.m.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

Commission Vice President Evans moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was unanimously approved by the Commissioners present 4-0. (Nakajo, Evans, Hardeman, Cleaveland).

The Commission reconvened in Open Session to report action taken at 8:07 p.m.

9. ADJOURNMENT

President Nakajo adjourned the meeting in memory Cal Fire pilot Geoffrey Craig Hunt at approximately 8:08 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
November 24, 2014 –9:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.
1. ROLL CALL

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Commissioner Ken Cleaveland, Hearing Officer
Commission President Stephen Nakajo
Commission Vice President Andrea Evans
Commissioner Michael Hardeman
Commissioner Francee Covington

2. CASE NO. 2014-07: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 2-day suspension for the period August 28/29, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 1501 – Vehicle Operation Manual
Section 3.5 – Vehicle Operations Manual – Right of Way

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

1. Public Comment on Agenda Item No. 2, including public comment on whether to go into Closed Session.

2. Vote on whether to hold Closed Session. ***[Action Item]***

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
November 24, 2014 –9:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

President Stephen Nakajo called the meeting to order at 9:00 AM.

Item No.
1. ROLL CALL

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Commissioner Ken Cleaveland, Hearing Officer
Commission President Stephen Nakajo
Commission Vice President Andrea Evans
Commissioner Michael Hardeman
Commissioner Francee Covington

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-07: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the 2-day suspension for the period August 28/29, 2014. Employee is charged with violation of the Rules and Regulations as follows:

Section 1501 – Vehicle Operation Manual
Section 3.5 – Vehicle Operations Manual – Right of Way

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

1. Public Comment on Agenda Item No. 2, including public comment on whether to go into Closed Session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

2. Vote on whether to hold Closed Session. ***[Action Item]***

Commissioner Covington called for a motion to hold deliberations in Closed Session. Commission Vice President Evans seconded, and the motion was unanimously approved. (5-0; Nakajo, Evans, Hardeman, Covington, Cleaveland)

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

The Commission held deliberations in Closed Session at 9:04 a.m.

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 10:14 a.m.

The Commission upheld the charges of violating Section 1501 – Vehicle Operation Manual and Section 3.5 – Vehicle Operations Manual – Right of Way in a unanimous vote. (5-0; Nakajo, Evans, Hardeman, Covington, Cleaveland)

The Commission voted to reduce the Chief's penalty to a 1 day suspension and implement further training by a vote of 3 - 2 (Ayes Nakajo, Nakajo, Cleaveland; Nays: Evans, Hardeman).

Counsel for Commission will prepare the Findings of Fact.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

Commission Vice President Evans moved to not disclose discussions held in Closed Session. Commissioner Covington seconded. The motion unanimously approved. (Nakajo, Evans, Hardeman, Covington, Cleaveland.)

There was no public comment

3. ADJOURNMENT

President Nakajo adjourned the meeting at 10:18 a.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Tuesday, November 25, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

SAN FRANCISCO FIRE COMMISSION

NOVEMBER 25, 2014 REGULAR MEETING

HAS BEEN CANCELLED

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Tuesday, December 9, 2014 - 9:00 a.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CASE NO. 2014-07: COMMISSION DELIBERATIONS ON FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee appealed the 2-day suspension for the period August 28/29, 2014. Employee was charged with violation of the Rules and Regulations as follows:

Section 1501 – Vehicle Operation Manual
Section 3.5 – Vehicle Operations Manual – Right of Way

On November 24, 2014, the Commission found the employee guilty as charged, of violating San Francisco Fire Department Rules and Regulations Section 1501 and Section 3.5 of the Vehicle Operations Manual, by a unanimous vote of 5-0 (Nakajo, Evans, Covington, Hardeman, Cleaveland).

The Commission voted to reduce the Chief's penalty to a one-day suspension, by a vote of 3-2. (Ayes: Nakajo, Covington, Cleaveland; Nays: Evans, Hardeman.) Vice President Evans moved to sustain the two-day suspension, but there was no second from the Commission. Commissioner Hardeman moved to reverse the two-day suspension, but the motion did not obtain a second from the Commission.

The Commission is now considering Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. *[Action]*

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). *[Action]*

3. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Language Access

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SAN FRANCISCO FIRE COMMISSION

Minutes of Fire Commission Special Meeting
Tuesday, December 9, 2014 - 9:00 a.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Nakajo called the meeting to order at 9:08 a.m.

Item No.

1. ROLL CALL

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Commissioner Ken Cleaveland, Hearing Officer
Commission President Stephen Nakajo
Commission Vice President Andrea Evans
Commissioner Michael Hardeman
Commissioner Francee Covington

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Cecilia Mangoba, Deputy City Attorney, Labor Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-07: COMMISSION DELIBERATIONS ON FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee appealed the 2-day suspension for the period August 28/29, 2014. Employee was charged with violation of the Rules and Regulations as follows:

Section 1501 – Vehicle Operation Manual
Section 3.5 – Vehicle Operations Manual – Right of Way

On November 24, 2014, the Commission found the employee guilty as charged, of violating San Francisco Fire Department Rules and Regulations Section 1501 and Section 3.5 of the Vehicle Operations Manual, by a unanimous vote of 5-0 (Nakajo, Evans, Covington, Hardeman, Cleaveland).

The Commission voted to reduce the Chief's penalty to a one-day suspension, by a vote of 3-2. (Ayes: Nakajo, Covington, Cleaveland; Nays: Evans, Hardeman.) Vice President Evans moved to sustain the two-day suspension, but there was no second from the Commission. Commissioner Hardeman moved to reverse the two-day suspension, but the motion did not obtain a second from the Commission.

The Commission is now considering Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

Commissioner Hardeman called for a motion to hold deliberations in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Nakajo, Evans, Hardeman, Covington, Cleaveland)

Deliberations and action on Findings of Fact were conducted in Closed Session starting at 9:11 a.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

Action Taken:
By unanimous vote of 5-0, the Commission adopted the proposed Findings of Fact presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

Commissioner Hardeman moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was approved 5-0, Nakajo, Evans, Hardeman, Covington, Cleaveland..

There was no public comment

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 3 in Closed Session. Commissioner Michael Hardeman so Moved. Commission Vice President Evans Seconded and the motion was unanimously approved.

Closed session commenced at 9:29 p.m.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 1:17 p.m.

Commission Vice President Evans moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was unanimously approved.

4. ADJOURNMENT

The meeting was adjourned at 1:17 PM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, December 11, 2014 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT
Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PRESENTATION FROM DHR ON THE SFFD RECRUITMENT/EXAMINATION PROCESS FOR H3 AND H8 CLASSIFICATIONS, AND FUTURE PER-DIEM HIRES
Presentation from DHR relating Recruitment/Examination process for H3and H8 and future per-diem hires

4. RESOLUTION 2014-02 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

5. PRESENTATION ON LOGISTICS AND COSTS ASSOCIATED WITH TELEVISING FIRE COMMISSION MEETINGS
Presentation from SFGOV TV and Support Services pertaining to logistics and cost associated with televising Fire Commission Meetings

6. RESOLUTION 2014-04 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2014-04, recommending that the Board of Supervisors authorize the San Francisco Fire Department accept a gift of a Quadski XL from Mr. Marc Benioff for Marine Operations.

7. STATE OF INFORMATION TECHNOLOGY AT THE SFFD
An overview of the SFFD IT structure, functional areas, services provided, summary of supported applications, future initiatives, and immediate concerns.

8. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Meeting on November 13, 2014
b. Minutes from the Special Meeting on November 24, 2014

9. UPDATE AND PROGRESS REPORT PERTAINING TO EMS WORKGROUP MEETINGS, INCLUDING DEPLOYMENT PLAN OF PRIVATE AMBULANCE COMPANIES
Discussion and progress report made during EMS workgroup meetings, including deployment plan of private ambulance companies

10. REPORT ON FY 2015-2016 BUDGET *[Discussion and possible action]*
Report from the Department's Chief Financial Officer on the Department's 2015-2016 Budget.

11. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications,

12. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the January 8, 2014 regular meeting.

13. FIRE COMMISSION MEETING CALENDAR 2015 *[Discussion and possible action]*
Discussion and possible action to adopt the 2015 Fire Commission Regular Meeting calendar.

14. CORRESPONDENCE TO THE COMMISSION
Correspondence received between 11/13/14-12/4/14

1. Kevin Smith of the SFBFA
2. Jim Corrigan
3. Lawanda Anderson
4. John Dellinges

15. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

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SAN FRANCISCO FIRE COMMISSION MEETING SCHEDULED FOR DECEMBER 11, 2014 AT 4:00 P.M. HAS BEEN CANCELLED

TENTATIVELY RESCHEDULED FOR TUESDAY, DECEMBER 16, 2014 AT 3:00 PM

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Monday, December 15, 2014 - 9:30 a.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

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Item No.

1. ROLL CALL

   Vice President Andrea Evans

2. **CASE NO. 2014-02: HEARING ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS:**

   - Section 1103 – Responsibilities
   - Section 1126 – Motor Vehicle Laws
   - Section 2801 – Thorough Knowledge
   - Section 2805 – Leadership
   - Section 2808 – Welfare of Subordinates
   - Section 2817 – Reports
   - Section 2821 – Assume Full Responsibility
   - Section 3921 – Inattention to Duty
   - Section 4004 – Investigation Process; (D) Cooperating with Investigation
   - Command Post Operations Manual – Section 4 (Company Officers)
   - Vehicle Operations Manual – Section 3 – Right of Way

   This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

   A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

   Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

   B. Votes on Closed Session

   1. Whether to hold the hearing on the verified complaint in Closed Session ***[Action]***

   2. Whether to conduct deliberations in Closed Session ***[Action]***

   C. Hearing and Deliberations

   1. Hearing on verified complaint (in open or Closed Session, per the Commission's vote)

   2. Deliberations and possible action on charges (in open or Closed Session, per the Commission's vote) ***[Discussion and Possible Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a) ***[Action]***

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Monday, December 15, 2014 - 9:30 a.m.
698 Second Street, Room 102, San Francisco, CA 94107

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SPECIAL MEETING SCHEDULED FOR

DECEMBER 15, 2014 AT 9:30 A.M. HAS BEEN

CANCELLED

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Tuesday, December 16, 2014 - 3:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

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An overview of the SFFD IT structure, functional areas, services provided, summary of supported applications, future initiatives, and immediate concerns.

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Discussion and possible action to approve meeting minutes.

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Report from the Department's Chief Financial Officer on the Department's 2015-2016 Budget.

11. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications,

12. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the January 8, 2014 regular meeting.

13. FIRE COMMISSION MEETING CALENDAR 2015 ***[Discussion and possible action]***
Discussion and possible action to adopt the 2015 Fire Commission Regular Meeting calendar.

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING (RESCHEDULED FROM 12/11/14)
MINUTES
Tuesday, December 16, 2014 – 3:00 p.m.
698 Second Street, Room 102

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President Stephen Nakajo called the meeting to order at 3:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Dale Carnes	Airport Division
Jeff Myers	EMS
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Raemona Williams	Division of Training
Assistant Chiefs	
Robert Postel	Division 2
Dave Franklin	Division 3
Staff	
Clement Yeh -	EMS Medical Director
Mark Corso	CFO

2. PUBLIC COMMENT

Tom O'Connor, Local 798, provided two letters to the Commission; one dated October 22 , 2014 and signed by all the United Employee Groups regarding the original no confidence vote and the second one submitting the results of the recent vote conducted by the Union dated December 16, 2014 and a third pertaining to the H-8 proposal also dated December 16, 2014.

Paramedic Craig Gordon, read a letter prepared by members at Station 49 addressed to the Mayor's Office, BOS, the Fire Commission and the SF Fire Chief outlining the concerns and challenges at Station 49 and for the members of that station. (Letter can be obtained at the Fire Commission Secretary's Office by calling 415-558-3451).

Cathy Scharetg spoke in support of Chief Hayes-White and acknowledged the wonderful job she is doing for the people of San Francisco and that this Chief is the right person for the job.

Chief Suhr acknowledged the successful teamwork the SFFD and SFPD have had working together including the incidents following the Giants World Series win and the recent demonstrations. He added that he thinks that the City has the best Fire Department in the country. He was interrupted by Tom O'Connor when he was explaining that he saw on the

news that a majority of the firefighters chose to stay out of the voting and concluded that he has confidence in Chief Hayes-White.

Mindy Talmadge spoke in support of the Chief and her serious concerns about the validity of the voting process that took place. She went on to say, in her opinion, Local 798's goal was to get a no confidence vote and that it appears that despite their grand efforts, they fell short of their goal. She added that the executive board of Local 798 has done nothing more than create disharmony and divisiveness amongst the 1555 members of the Fire Department by taking such drastic measures to undermine the Chief's administration and for purposefully airing their actions to the media in the process. She concluded by saying that in her humble opinion, it would be in the best interest of the dues paying members of Local 798 to question the leadership of the organization that so confidently claims to represent them.

Adrienne Sims stated that she oversaw Battalion 9 for the Union vote and stated that the boxes were secure. She stated that everyone was notified and the people that voted wanted to participate. She addressed some of the erroneous and slanderous statements being put out into the public. She added that this is not a personal attack on any individual but a call for help in addressing longstanding issues of mismanagement. She doesn't feel the administration is hearing their concerns. She continued with numerous concerns she and other members have with the Department.

Shon Buford, Local 798 acknowledged and appreciates the long hours the Commissioners have put in serving the Department. He continued that this is not a personal thing about the Chief, it's about finding someone who is willing to take accountability for the failures in the situations that the Department has. He went on to explain all the concerns that have been pointed out in letters submitted to the Commission previously and he wants a person in leadership from the top down who is going to represent the members, who is going to defend them in times of controversy, and also protect them and go to the mayor's office if need be and say "I need this money so the citizens can be safe."

Jessica Kennedy, civilian member of SFFD, stated that she did not get notice of an opportunity to vote.

3. PRESENTATION FROM DHR ON THE SFFD RECRUITMENT/EXAMINATION PROCESS FOR H3 AND H8 CLASSIFICATIONS, AND FUTURE PER-DIEM HIRES

Presentation from DHR relating to Recruitment/Examination process for H3and H8 and future per-diem hires

Micki Callahan, Human Resources Director for the City gave an update on the recruitment for the classification H-3 and the per diem classification of H-8 EMT/Paramedic and previously provided recruitment efforts. She introduced Ed Wong, Recruitment Manager who she said has devoted a lot of energy and time to ensuring there is a coordinated outreach process with the employee groups, which includes brochures, business cards, setting up recruitment tables at events and job fairs. They have created an SFFD careers page and the SFFD has a presence on social media sites linked to Twitter and Facebook and they are reaching out directly to EMS and EMT programs, athletic programs and veterans groups throughout the Bay Area as part of the outreach and recruitment.

She went on to explain the recruitment for the H-3's and H-8 announcements that have recently been posted. With regard to the H-3 list, they will be merging it with the current list and getting a lot of new candidates. They had 1160 applications and 1,004 were qualified and can go through the testing process. She added that nearly half of them identified as racial groups other than white. She stated for the H-8 announcement, they had 630 applicants and 584 were qualified, with a similar spread of the composition, demographics in this group. She acknowledged how lots of people want to join the SFFD and even as a per diem EMT or paramedic it is a very sought after position, which leads to

a 65 percent overlap between the per diem recruitment and the permanent position recruitment. The per diems will be used as needed, for support when there are absences or high peak needs and the purpose of having a qualified pool the Department can pull from when needed to fill slots when there is a shortage of staffing.

Commissioner Cleaveland thanked Director Callahan for her presentation. He asked for clarification on who picks the qualified applicant off the list to fill an open position. Director Callahan answered that they provide the referral for permanent Civil Service Jobs list to the Department and the Department makes a selection using a business reason to choose from all the candidates on the list. Commissioner Cleaveland was also concerned about the high percentage of overlap and if we're recruiting from the private ambulance companies, are we giving them enough notification so they are not hurting with a shortage of staff. Chief Hayes-White answered that they would probably get at least a 30 day notice.

Commissioner Hardeman thanked Director Callahan for her presentation and asked if she knew the geographical area from where the applicants are from, hopefully a reasonable distance from San Francisco. Director Callahan stated that it has been the experience that 80 to 90 percent are from a close distance to San Francisco.

Vice President Evans also thanked Director Callahan for her presentation and asked if she had the percentages of women who have applied for the H-3 and H-8 positions and what type of outreach is being done to recruit women. Director Callahan said she would get that information for her but her belief was that it is better than what they get typically for your general firefighter. Mr. Wong added that as far as recruitment, they are networking with the UFSW and college sports teams. Ms. Callahan clarified that the application process for the H-3 and H-8 are closed, so the recruitment outreach they are speaking of is outreach for the H-2 continuance testing process. Vice President Evans inquired as to the testing process for the H-8 and Chief Myers answered that it is being developed as we speak. Vice President Evans added that on the one hand you want everyone who is representing the Department to have the best training available and be able to provide the best service as it depends on whether or not an H-8 or H-3 arrives to transport the patient, and at the same time, it's a big investment of resources to train the H-8 that may be working one shift a year. Ms. Callahan clarified that prior experience with per diem employees across the city, is that if you don't give them work, they're not going to stick around to accept shifts and many of these people are already likely to be working in San Francisco on ambulances transporting citizens on our behalf, so we know we have to "feed" the per diems or they go away in terms of work.

Commissioner Covington asked about the budget for recruitment. Director Callahan explained that they don't have a segregated budget for fire recruitment, it's for public safety and she thinks it's a $50,000 pool that they have been drawing from to provide recruitment materials. She also asked if DHR was using focus groups or members of the Department with recruitment efforts and reaching out to high schools. They answered yes and that they are working with the Union and other employee groups as well as developing a plan with the SFUSD. Mr. Wong explained his current plan, which includes working on the calendar of events for 2015 and focusing on college events and utilizing social media.

Commissioner Cleaveland asked how involved Local 798 has been in helping to recruit people to the Department and Ms. Callahan stated they are very involved and Mr. Wong confirmed that and stated he considers them the subject matter experts.

President Nakajo asked if the H-8 position was new and Ms. Callahan confirmed that it was a new classification. He also concluded that many individuals who want to be part of the San Francisco Fire Department will do whatever it takes to be part of that because somewhere along the line, if you become an H-3, there's some opportunity to become an H-2 and get the cross- training.

Public Comment: Adrianne Sims stated that she has been working with Mr. Wong in recruiting for the Department and commented that the SFPD has two paid recruiters and they pay their people overtime to do recruiting, and she would like the Fire Department Administration to look into the budget going forward to put aside a paid recruiter that represents the Department.

4. RESOLUTION 2014-02 ***[Discussion and possible action]***

Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

Acting Fire Marshal Dan De Cassio stated his attendance was requested to share the resolution with the Commission. Mari Hunter from SFMTA stated she was pleased to partner with the Fire Department on this resolution and thinks it's really important to have representation from all the agencies and is eager to get this out and moving forward. Chief Hayes-White agreed that there was great collaboration and acknowledged Chief Lombardi, Chief Wong and Captain Balmy who all worked on solutions surrounding the update on reconfiguring city streets and asked for the Commission's approval of the resolution. Vice President Evans agreed and commended everyone for their efforts of the Vision Zero plan.

Commissioner Covington had concerns with some of the language and thought it came across as "preachy" and offered to work with the Department and Ms. Hunter to tweak the language and amend the resolution and bring it back to the Commission next month for possible adoption.

Commissioner Hardeman also had concerns with some of the language and thought it was restrictive for the Department.

Vice President Evans added that she understands the Commission's concerns around the resolution but she thinks, as Ms. Hunter pointed out, we are the last Department to sign the resolution, and while she doesn't want anybody to feel rushed she thinks it's incumbent upon the Commission to get it passed and when everyone on the Commission is comfortable with it and the administration can support it. She further stated that this is a priority of the Mayor and we'll be going in asking him for a lot of things in the next couple of months and she doesn't see this as a fight worth fighting right now because it does not obligate the Department to take on anything that we're not already doing and urged that the process of tweaking the language not take too long because it puts the Department in somewhat of a negative position.

The motion to adopt died because there was no second.

5. PRESENTATION ON LOGISTICS AND COSTS ASSOCIATED WITH TELEVISING FIRE COMMISSION MEETINGS

Presentation from SFGOV TV and Support Services pertaining to logistics and cost associated with televising Fire Commission Meetings

Jack Chin from the Department of Technology was welcomed and gave a short overview of what the options are for televising the Commission Meetings on SFGOV TV. The PowerPoint presentation is attached here: http://sf-fire.org/modules/showdocument.aspx?documentid=3802. He added that there is a current conflict with other commissions and board meetings in City Hall on Thursdays and if the Fire Commission decided to move to City Hall, the meetings wouldn't be televised live on TV, they would be streamed live. He touched on uploading the audio recordings we currently use, which could be done immediately so the public could access the meetings audibly while the logistics of TV coverage is worked out, they would just need to add some wiring and microphones to increase the quality of the recorder. He stated that for the remote coverage, because they have already allocated all of their resources for the current fiscal year, they wouldn't be able to add the Fire Commission service right away. They would have to build that into the budget as well as purchase additional equipment, which comes out of their budget, not the Fire Departments. He anticipates it would be approximately a six month delay before

they could start. He added that if the option was to move to City Hall, Mondays and Fridays is all they have available at the moment.

Commissioner Cleaveland thanked Mr. Chin for his presentation. He said he was surprised that the Fire Commission hasn't been televised up to now, and thinks they are one of the more important city commissions in the city. He added that he didn't think the cost is prohibitive, and should be worked into the Fire Department budget. He confirmed with Mr. Chin, that if we wire Head Quarters for SFGOV TV, they would also install presentation capabilities.

Commissioner Hardeman acknowledged how bright the lights are and it's tough on a commissioner, as he experienced while on the Port Commission. He also said he'd vote against moving to City Hall, because he thinks the Command Staff needs to be at Headquarters near the Communication Command Center, which is located at Head Quarters in case of an emergency.

Commissioner Covington thanked Mr. Chin and acknowledged that it was nice to put a face to the credits she sees roll by when watching SFGOV TV. She asked how long the equipment would last if they brought it in to HQ's and Mr. Chin thought about 12 to 15 years. She confirmed with him that closed captioning and video streaming were included in the price he quoted.

President Nakajo thanked Mr. Chin and asked how long it takes to set up and take down. Mr. Chin confirmed that it takes anywhere from 2 ½ to 3 hours to set up and break down. It requires about a three person crew.

Vice President Evans thanked Mr. Chin and told him it was helpful to have actual hard numbers because we've been kind of in speculation mode for a long time about what it would cost to get this done. She also added that she thinks that the Commission should think about not just having the meetings televised, but to think about the ease of people who want to come before the Commission, being able to get to City Hall versus coming to Head Quarters, which she thinks is a bit more challenging. She added that she completely understands the operation needs of the Department, but with all the information about technology, she doesn't want to lose sight of the fact that the Commission needs to consider ease of physical access to the meetings.

Public Comment: Mr. Michael Petrelis did not attend the meeting but submitted the following to be inserted in the minutes: "I fully support airing fire commission meetings on SFGovTV, while also calling for some meetings to be held at and broadcast from City Hall. That location is camera-equipped and easier to get to for many taxpayers. If you decide to equip the current meeting location with cameras, I ask that in the interim you hold all meetings in a broadcast-ready room at City Hall. Televising commission meetings will improve public safety and provide taxpayers with greater accountability over the fire department. Do not delay putting your meetings on SFGovTV as quickly as possible. Transparency is sorely needed and should not be delayed any longer, as there are no legitimate reasons for keeping commission meetings off TV."

6. RESOLUTION 2014-04 ***[Discussion and possible action]***

Discussion and possible action regarding proposed Resolution 2014-04, recommending that the Board of Supervisors authorize the San Francisco Fire Department accept a gift of a Quadski XL from Mr. Marc Benioff for Marine Operations.

Chief Hayes-White commented that she hoped the Commission approves the resolution. She added that due to the generosity of Mr. Marc Benioff, he has donated the Quadski which is a land and marine vessel to assist and enhance the Marine and Water Rescue Unit.

Commissioner Covington Moved to approve the Resolution. Vice President Evans Seconded. Motion to approve Resolution 2014-04 was unanimous.

7. **STATE OF INFORMATION TECHNOLOGY AT THE SFFD**
An overview of the SFFD IT structure, functional areas, services provided, summary of supported applications, future initiatives, and immediate concerns.

Chief Hayes-White introduced Jesus Mora as a very valued member of the Department and she is always proud of the great work of the uniformed members of the Department and what they do daily when they put the uniform on. She added that civilian members of the Department are also very valuable and are sometimes the source of the unsung heroes.

Mr. Mora started with the background of his employment with the City since 2001 and with the Fire Department since 2008. He added that the Technology Department supports all of the Fire Houses, Bureaus as well as Headquarters, both administration and suppression. His PowerPoint Presentation is attached: http://www.sf-fire.org/Modules/ShowDocument.aspx?documentID=3797

Mr. Mora concluded that the main challenge the Fire Department Technology Division faces is staffing shortages and the procurement process. It makes it very difficult to complete projects in a timely fashion.

Commissioner Cleaveland thanked Mr. Mora. He added that in future budgeting there needs to be efforts to upgrade the technology within the Department because it makes all of the firefighters and all of the employees more efficient. He also stated he is concerned about the procurement process and thinks the Fire Department needs to get its procurement processes separated from the rest of the Departments, because the Fire Department needs to be on a fast track. He went on to ask about the replacement of the radio project and Mr. Mora explained that because it's such a huge project, and there are multiple parties involved, he anticipates the completion by 2016. Commissioner Cleaveland asked what IT would need to satisfy the staffing shortage and Mr. Mora answered they need about 20 more bodies.

Vice President Evans asked for clarification on COIT. Mr. Mora explained that it's an organization that is part of the Controller's Office and is headed by Mr. Miguel Camino, along with six or seven department heads and they meet and make decisions on the presentations of different projects on a technology standpoint from the various Department's needs. Vice President Evans added that you would think being in the technology capital of the world that there would be a more comprehensive approach city wide to dealing with these issues and she found it curious and somewhat distressing that there's not a better plan in place to deal with it comprehensively. She suggested that someone from the Department get back on the COIT organization committee.

Commissioner Hardeman thanked Mr. Mora for coming forward and sharing his expertise with the Commission and added that he would support him in getting the things he needs to improve the technology within the Department.

Commissioner Covington thanked Mr. Mora for his excellent presentation. She recognized how the IT Department is overworked but still have put forward a tremendous effort and how he and his staff have been creative in their approaches to get things done. She also acknowledged that the Department has had no representation on COIT for 15 years and was glad to hear that he was at least getting one full time position to help for at least the next 2 years. Mr. Mora then explained the process of getting help through COIT for special projects.

President Nakajo thanked Mr. Mora for his comprehensive and impressive presentation. He was disappointed to hear that there were only four employees assigned to the Fire Department's IT Division and that the Commissioners should take a walk on the various floors to be exposed to the comprehensive nature of these IT professionals.

8. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Meeting on November 13, 2014
b. Minutes from the Special Meeting on November 24, 2014

Commissioner Cleaveland Moved to approve the Minutes. Commissioner Hardeman Seconded. Motion to Adopt Minutes of Meeting on November 13, 2014, Special Meeting on November 24, 2014 and Special Meeting on October 29, 2014 was unanimous.

9. UPDATE AND PROGRESS REPORT PERTAINING TO EMS WORKGROUP MEETINGS, INCLUDING DEPLOYMENT PLAN OF PRIVATE AMBULANCE COMPANIES
Discussion and progress report made during EMS workgroup meetings, including deployment plan of private ambulance companies

Chief Hayes-White invited Chief Gonzales, Chief Myers and Dr. Yeh to participate in the EMS workgroup update. Chief Hayes-White acknowledged that the workgroup has not convened since the last meeting on November 13, although she did check in with Kate Howard, chair of the workgroup and that she is in the process of drafting an update of the work that continues to be done relative to the EMS workgroup. She confirmed that they got the green light to put together a class of 20 H-3 Level 1's that will go through an eight-week academy with a tentative start date the first week in February.

Chief Gonzales introduced members of the private ambulance companies that attended the meeting, Messrs. Brad White, Josh Nultemeier and Rodney Brouhard. He explained how the privates play a part in the EMS group, and that they have committed some shifts to the Department every day, four 12 hour shifts from AMR and three 12 hours shifts from King American, as well as King American providing four additional ALS units 12 hours a day, seven days a week.

Dr. Yeh added that all the players are working in conjunction for scheduling and there's still some hard work ahead, to really get to where we need to be but it's a big help.

Further questions and answers ensued regarding the developments and accomplishments of the EMS workgroup and the deployment plan of the private ambulances.

10. REPORT ON FY 2015-2016 BUDGET *[Discussion and possible action]*
Report from the Department's Chief Financial Officer on the Department's 2015-2016 Budget.

Mark Corso gave a PowerPoint presentation on the FY 2015-2016, 2016-2017 Department's Budget. http://www.sf-fire.org/Modules/ShowDocument.aspx?documentID=3796 He went over timelines, procedural processes and instructions that are required for submitting the budget to the Mayor's Office in February. He explained that the Mayor's office and the Department are in constant communication throughout the process leading up to submission and that there is an analysis for that and they work with the Mayor's budget office as well as the Mayor's Budget Director. He continued that the Mayor's Office can make changes to the Department's budget as he sees fit, leading up to the balanced budget submission by the Mayor to the Board of Supervisors on June 1st. He added that our current fiscal year 14-15 budget is approximately 345 million dollars. He went on to describe the process, projections and the history of the Department's budget cycles.

Commissioner Cleaveland thanked Mr. Corso for the overview of the budget process and thinks the IT upgrades should be put at the top of the Department's needs along with staffing needs. He also asked Mr. Corso to work the money for SFGOV TV into the budget.

Vice President Evans thanked Mr. Corso and asked for clarification of the hiring of the new class of H-3's. Chief Hayes-White confirmed that they arrived at hiring 20.

Commissioner Covington thanked Mr. Corso and asked for clarification of a projected shortfall in the budget he submitted and she read in the Chronicle that there was an overall projected surplus in the City's figures. Mr. Corso confirmed that those figures came from the Mayor's Office Presentation of December 4th but he believed when they were discussing the surplus, they were looking at the current fiscal year and they incorporated that surplus to reduce any outstanding debt or deficit that is projecting them in future years.

11. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White confirmed that Commissioner Cleaveland has volunteered to sit on a budget committee which is in the process of being formed, and that a General Order has been drafted seeking member input, desire or someone that might have an interest in sitting on the budget committee, who can get some firsthand knowledge of what the budget process is like, offer up some expertise, experience and share in the budget process. She continued with the developments in the EMS Division and the new acting section Chief at Station 49, Tony Molloy, who has hit the ground running. She reported on the 9 new ambulances and 10 more that are coming.. She invited everyone to attend the graduation ceremony of the 117th Fire Recruit Academy which will take place on 12/19/14 at 10:00 at Riordan High School. She confirmed that 52 recruits will be graduating.

Commissioner Hardeman commented that he thought it was terrific to see in the General Orders, that a large group of people are going to classes, conference and education training and using their expertise to go places.

Commissioner Covington thanked the Chief for her report and asked if a press release went out concerning the issuance of the new ambulances. Chief Hayes-White confirmed that they have not done that yet, as they are waiting for Mayor Lee to come out and check out the new fleet and thought that would be a good time for the press release.

Commissioner Cleaveland thanked the Chief and asked about the audit being done on the administrative staffing needs of the Department. Chief Hayes-White thought sometime in February the audit would be done. Further questions and answers regarding Station 48 ensued.

Chief Hayes-White, Commissioner Covington and Commissioner Cleaveland excused themselves for a prior engagement. The Commission Meeting continued with a quorum of 3 Commissioners, Nakajo, Evans and Hardeman.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications,

Chief Gonzales reported on Department Operations from November 12, to December 9, 2014. His report is attached: http://www.sf-fire.org/Modules/ShowDocument.aspx?documentID=3795

Questions and answers ensured.

Chief Storti presented on Emergency Response Times and their goal in analyzing the numbers is to try and get the most accurate picture of response times possible. Attached is his presentation: http://www.sf-fire.org/Modules/ShowDocument.aspx?documentID=3794

He added that they are working to correct the data by only using incidents where they start out driving lights and sirens and finish driving lights and sirens, a true Code 3 call. They are also working with LEMSA and the controller's office through the EMS workgroup to standardize the approach so that all agencies are the same. He continued outlining the data in his report attached above.

Vice President Evans thanked them for their report and confirmed that she understood the theory about reporting calls that start Code 3 and end Code 3, because if it starts Code 2 people aren't moving quite as fast, but was uncertain when the State says that the best practice is 10-minute transport, are they talking about 10 minute raw data. Chief Gonzalez confirmed that yes, it's raw data. Vice President Evans added that while she understands the numbers, but right now we have to live in a world where the numbers that we are being held to are the raw data numbers, not the corrected data numbers. Chief Storti added what they want everybody to understand is what the difference is in getting to those numbers, looking at the difference between raw data and corrected data, as the call initially comes in to the 911 system. Further questions and answers ensued pertaining to the data in the provided presentation.

12. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the January 8, 2014 regular meeting.

13. FIRE COMMISSION MEETING CALENDAR 2015 ***[Discussion and possible action]***
Discussion and possible action to adopt the 2015 Fire Commission Regular Meeting calendar.

Vice President Evans recommended that the November and December meeting dates be changed to the 1st and 3rd Thursday of those months so there is less likely a chance of cancellation.

Commission Vice President Evans Moved to adopt the 2015 Fire Commission Regular Meeting calendar as amended. Commissioner Hardeman Seconded. Motion to Adopt 2015 Fire Commission Meeting calendar was unanimous with members present.

14. CORRESPONDENCE TO THE COMMISSION
Correspondence received between 11/13/14-12/4/14

1. Kevin Smith of the SFBFA
2. Jim Corrigan
3. Lawanda Anderson
4. John Dellinges

9. ADJOURNMENT

President Nakajo adjourned the meeting at approximately 7:28 PM.

SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
December 23, 2014 9:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

President Nakajo called the meeting to order at 9:02 a.m.

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-03: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS ***[Action item]***

Section 2817 – Reports
Section 3921 – Inattention to Duty
Section 4004.D – Investigation Process; Cooperating with Investigation
General Order 11 A-64 - Online Daily Checklists
Vehicle Operations Manual – Section 3 - Right of Way
Vehicle Operations Manual – Section 4 – Tractor/Trailer Driving

At the Special Meeting of the Fire Commission on October 29, 2014 regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department General Order 11 A-64 – Online Daily Checklists; and San Francisco Fire Department Rules & Regulations Section 2817 – Reports, by unanimous vote (Ayes: Nakajo, Evans, Covington, Hardeman, Cleaveland), and guilty as charged of violating Section 4004.4 Investigation Process, (D) Cooperating with Investigation by a vote of 3-2 (Ayes: Covington, Hardeman, Cleaveland, Nays: Nakajo, Evans).

The Commission voted to reduce the Chief's recommendation to a 15 day suspension, by a vote of 3-2 (Ayes: Covington, Hardeman, Cleaveland, Nays: Nakajo, Evans).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

President Nakajo called for a motion to hold deliberations in Closed Session. Commissioner Hardeman so Moved, Vice President Seconded and the motion was unanimously approved. (4-0; Evans, Nakajo, Hardeman, Covington)

The Commission held deliberations in Closed Session at 9:06 a.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission reconvened in Open Session to report action taken at 9:19 a.m.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 9:19 a.m.

Action Taken:
By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington), the Commission adopted the proposed Findings of Fact presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

There was no public comment

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington) the Commission voted to not disclose discussions held in Closed Session.

There was no public comment

The meeting reconvened in open session at 9:21 a.m. for the following matter:

3. CASE NO. 2014-06: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

Employee is charged with violation of the Rules and Regulations as follows:

Section 906 -- Response
Section 917 -- Notification
Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 2805 – Leadership
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3921 – Inattention to Duty
Section 3937 -- Reporting Emergencies

At the Special Meeting of the Fire Commission on October 29, 2014 regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department Rules and Regulations: Section 917 -- Notification; Section 2805 – Leadership; Section 2821 – Assume Full Responsibility; Section 3937 -- Reporting Emergencies, by a vote of 4-1 (Ayes : Evans, Covington, Nakajo, Hardeman, Nays: Cleaveland).

The Commission voted to reduce the Chief's penalty to a 5 day suspension, by a unanimous vote of members present (5-0: Evans, Covington, Nakajo, Hardeman, Cleaveland).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 3, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

President Nakajo called for a motion to hold deliberations in Closed Session. Commissioner Hardeman so Moved, Vice President Seconded and the motion was unanimously approved. (4-0; Evans, Nakajo, Hardeman, Covington)

The Commission held deliberations in Closed Session at 9:24 a.m.

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

C. **If Closed Session is held, reconvene in Open Session**

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 10:15 a.m.

Action Taken:
By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington), the Commission adopted the proposed Findings of Fact presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

There was no public comment

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington) the Commission voted to not disclose discussions held in Closed Session.

There was no public comment

4. ADJOURNMENT

The meeting was adjourned at 10:15

SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
December 23, 2014 9:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

President Nakajo called the meeting to order at 9:02 a.m.

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-03: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS ***[Action item]***

Section 2817 – Reports
Section 3921 – Inattention to Duty
Section 4004.D – Investigation Process; Cooperating with Investigation
General Order 11 A-64 - Online Daily Checklists
Vehicle Operations Manual – Section 3 - Right of Way
Vehicle Operations Manual – Section 4 – Tractor/Trailer Driving

At the Special Meeting of the Fire Commission on October 29, 2014 regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department General Order 11 A-64 – Online Daily Checklists; and San Francisco Fire Department Rules & Regulations Section 2817 – Reports, by unanimous vote (Ayes: Nakajo, Evans, Covington, Hardeman, Cleaveland), and guilty as charged of violating Section 4004.4 Investigation Process, (D) Cooperating with Investigation by a vote of 3-2 (Ayes: Covington, Hardeman, Cleaveland, Nays: Nakajo, Evans).

The Commission voted to reduce the Chief's recommendation to a 15 day suspension, by a vote of 3-2 (Ayes: Covington, Hardeman, Cleaveland, Nays: Nakajo, Evans).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

President Nakajo called for a motion to hold deliberations in Closed Session. Commissioner Hardeman so Moved, Vice President Seconded and the motion was unanimously approved. (4-0; Evans, Nakajo, Hardeman, Covington)

The Commission held deliberations in Closed Session at 9:06 a.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission reconvened in Open Session to report action taken at 9:19 a.m.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 9:19 a.m.

Action Taken:
By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington), the Commission adopted the proposed Findings of Fact presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

There was no public comment

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington) the Commission voted to not disclose discussions held in Closed Session.

There was no public comment

The meeting reconvened in open session at 9:21 a.m. for the following matter:

3. CASE NO. 2014-06: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

Employee is charged with violation of the Rules and Regulations as follows:

Section 906 -- Response
Section 917 -- Notification
Section 2801 – Thorough Knowledge
Section 2804 – Assuming Initiative
Section 2805 – Leadership
Section 2808 – Welfare of Subordinates
Section 2821 – Assume Full Responsibility
Section 3921 – Inattention to Duty
Section 3937 -- Reporting Emergencies

At the Special Meeting of the Fire Commission on October 29, 2014 regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department Rules and Regulations: Section 917 -- Notification; Section 2805 – Leadership; Section 2821 – Assume Full Responsibility; Section 3937 -- Reporting Emergencies, by a vote of 4-1 (Ayes : Evans, Covington, Nakajo, Hardeman, Nays: Cleaveland).

The Commission voted to reduce the Chief's penalty to a 5 day suspension, by a unanimous vote of members present (5-0: Evans, Covington, Nakajo, Hardeman, Cleaveland).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 3, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

President Nakajo called for a motion to hold deliberations in Closed Session. Commissioner Hardeman so Moved, Vice President Seconded and the motion was unanimously approved. (4-0; Evans, Nakajo, Hardeman, Covington)

The Commission held deliberations in Closed Session at 9:24 a.m.

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations and possible action on Suspension Appeal ***[Action Item]***

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 10:15 a.m.

Action Taken:
By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington), the Commission adopted the proposed Findings of Fact presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

There was no public comment

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington) the Commission voted to not disclose discussions held in Closed Session.

There was no public comment

4. ADJOURNMENT

The meeting was adjourned at 10:15

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